

## Airport Consultative Forum (ACF)



<b>Topic:</b>	Airport Consultative Forum (ACF)
<b>Meeting Date:</b>	Wednesday 10 August 2022
<b>Meeting Location:</b>	St Columb Major Council Chamber Room
	<p>Samantha O'Dwyer (SO) – Chair – CAL MD</p> <p>Cllr A Double (AD) Independent Secretariat</p> <p>Cllr P Willis (PW) – St Columb Parish Council</p> <p>Deborah Carter (DC) – St Mawgan in Pydar Parish Council</p> <p>Tizzy McLeod (TM) – Cllr St Columb Major Parish</p> <p>Cllr Louis Gardner (LG) - Newquay Town Council and Cornwall Council.</p> <p>Wing Cdr M Kinnear (WCD) – RAF St Mawgan</p> <p>Kim Conchie (KC) – Chamber of Commerce</p> <p>Lawrence Palk (LP) – Wildnet/Chamber of Commerce</p> <p>Melissa Thorpe (MT) – Spaceport</p> <p>Del Folds (DF) – Goonhilly Earth Station Ltd</p> <p>Fay Smith (FS) – Minutes CAL</p>
<b>Distribution:</b>	As per the Agreed Attendees

**AGENDA**

1. Apologies
  2. Minutes from the previous meeting
  3. Agenda items that can be incorporated into a yearly programme
  4. Airport Operator Update
  5. Update on the Winter Operation for 2022
  6. AOB
- Next Meeting – Wednesday 09 November 2022

## Airport Consultative Forum (ACF)

1.0	Apologies	Actions	
1.1	Apologies were received from Nick Weston (NW), Will Ashworth (WA), Tim Bunting (TB), Andrew 'Alf' Evans (AE), Nicky Cotterill (NC), Ian Jones (IJ) and Nick Hayden (NH).		
1.2	Samantha O'Dwyer (SO) opened the meeting and welcomed Cllr A Double (AD) as the Independent Secretariat of this meeting. Cllr Double's role is to hold the airport to account on behalf of the membership. Cllr Double will work with SO to agree the agenda and ensure the response achieves the required outcome. SO thanked Cllr Wills (PW) for hosting the meeting and the refreshments provided.		
2.0	Minutes from the Previous Meeting – 25 May 2022		
2.1	<p>SO asked the meeting if there were any remarks or issues rising from the previous minutes. Deborah Carter asked that her title be added to the minutes. FS will ensure this is done and carried on going forward.</p> <p>The minutes from the meeting held on Wednesday 25 May 2022 were agreed as a true and accurate record.</p> <p>Action 2.10 (25.05.2022) is included in the actions as there was additional explanatory notes added.</p>	NO MATTERS ARISING	
3	Agenda items that can then be incorporated into a yearly programme.		
3.1	<p>SO asked the meeting for items that can be incorporated into a yearly programme.</p> <p>The membership then discussed and offered items that they wished to be added to the agendas in future meetings. These were:</p> <ul style="list-style-type: none"> <li>• To understand any decisions / considerations made by the Council as a result of the Airport Strategic Review.</li> <li>• A regular business Update from the Airport including passenger numbers, operational issues etc.</li> <li>• Marketing of the Airport – content channels – relevant routes, destination marketing</li> <li>• Economic benefit analysis which can then be feed to the Chamber of Commerce and policy making.</li> <li>• Route / catchment area analysis (when complete)</li> <li>• Spaceport – regular update – item on the agenda.</li> <li>• Environmental Impacts / sustainability plans, and associated investment.</li> <li>• Car parking capacity</li> <li>• Traffic forecasting</li> </ul>	SO /AD	01 NOVEMBER 2022

## Airport Consultative Forum (ACF)

	<ul style="list-style-type: none"> <li>Airport Capacity analysis</li> </ul> <p>SO advised with regard to the parking capacity that a Traffic Forecast 2030 is being undertaken and also a capacity analysis study to allow us to understand when the airport runs out of room and whether it's stands / check-in desks / arrivals baggage etc as this would then become a schedule constraint.</p> <p><b>Action:</b> SO and Cllr Double to construct an annual agenda.</p>		
<b>4</b>	<b>Airport Operator Update including Spaceport Update with MT</b>		
4.1	<p><b>SPACEPORT</b></p> <p>MT ran through where they were in the process with the required four different licenses. The last one being the final range routing which is in the process of being resolved. Three of the four licences are outside of the control of MT.</p>		
4.2	<p>MT advised that it has proved a tricky matter to organise the launch event when the date is not set. Spaceport is organising the public event and leaving the VIP event to the UKSA (UK Space Agency) Government and Virgin Orbit to organise and fund.</p> <p>Within the Spaceport criteria to be organised MT is concentrating on the public event which will be held in the West Car Park with set areas for the public, media and for peaceful protestors.</p> <p><b>Action:</b> MT will circulate an update on Spaceport prior to the launch.</p>	MT	01 OCTOBER 2022
4.3	MT advised that Gold, Silver and Bronze Command Centres have been set up much like in G7.		
4.4	<p>MT stated that there are many opportunities ahead of the launch.</p> <p>The Facilities building has been completed and equipment and people is now arriving.</p> <p>Work has commenced on the other building and MT will update on this when appropriate.</p> <p>MT reported that at Farnborough and since there has been a lot of interest from the Space Industry to be based here. Media interest is high with MT usually undertaking 3 plus interviews a day.</p>		
4.5	<p><b>Questions</b></p> <p>No questions were raised however MT has stated that she will send out an update nearer to the launch, so the meeting is kept in the loop on all that is happening.</p> <p><b>Action:</b> See action in 4.2.</p>		

## Airport Consultative Forum (ACF)

4.6	<p><b>AIRPORT UPDATE</b></p> <p>SO advised that the Airport is now much busier with passenger figures which have increased from circa. 500 to regularly 1200 – 1600 passengers per day. The On-time Flight performance is at 85% with the majority of the delays originating down route from airports such as MAN and LGW. The majority of NQY originating delays are connected with the increased numbers of PRM passengers. Currently, the staff use a manual Avi Ramp which our staff physically push passengers up/down. In addition to delays the manual process is causing repeated MSK injuries to staff. As a result, the Airport are going to automate the process with an 'ambilift'.</p>		
4.7	<p>Load factors on the FAO and ALC routes are running in the 90% region with the PSO route of LGW increased from c. 50% full to between 70-95% full. Eastern have now added a third flight to the LGW programme 3 x per week.</p>		
4.8	<p>SO advised that the current passenger numbers are indicating a good recovery from the pandemic, however we will not understand until the winter season to what degree we are tracking pre pandemic levels.</p>		
<b>5.0</b>	<p><b>Update on the Winter Operation for 2022</b></p>		
5.1	<p>SO advised that so far, the following has been confirmed from the clock change in October 2022.</p> <ul style="list-style-type: none"> <li>• Eastern Airlines will be operating 2 flights a day to LGW.</li> <li>• Loganair will be operating to MAN six times a week and to EDI twice a week.</li> <li>• Ryanair will be operating to ALC twice weekly – 189 seats.</li> <li>• Aer Lingus / Emerald Airlines will be operating to DUB four times a week which will enable our passengers to connect out to the US and Canada. This will allow the passengers to go through all customs in DUB rather than when they arrive in the US /Canada.</li> </ul> <p>SO advised that the winter season is normally confirmed and in schedule by this time however this may not be the case this year because airlines continue to make late decisions.</p> <p>SO stated that she would like additional PSO routes as this would put the airport in a better commercial position and link Cornwall to other business regions. Current legislation for PSO's is only to link peripheral regions with London, however we are expecting this to change in the future. The PSO guidelines classify potential regions for support are those that are more than 3 hours surface travel time to London. If this requirement continues and the legislation is changed to support region to region travel then this would mean routes such as Newquay to Manchester and Edinburgh would be eligible. SO stated that it would be more commercially viable to operate 3 PSO routes, than to rely solely on the Council's operational subsidy.</p>		

## Airport Consultative Forum (ACF)

5.2	<p><b>COMMERCIAL Updates for the Airport</b></p> <p>SO introduced Graeme Scrimgeour (GS) out Commercial Estates Manager who unfortunately will be leaving for a new role at the end of August 2022.</p> <p>GS then ran through all the various leases and rentals that are in place with information pertaining to future projects that are in the pipeline but unable to discuss due to NDA's in place.</p>		
5.2	<p><b>Questions for both SO and GS</b></p> <ul style="list-style-type: none"> <li>• PW asked if there will be flights to Teeside and Newcastle. SO confirmed this unlikely as Loganair's current schedule for them ends in October.</li> <li>• LG advised that the Council have just entered a bid in for the Mid Cornwall Metro which is aimed to connect passengers to the Airport and the cruise port at Falmouth. They hope to increase the platforms at NQY train station and other stations. SO asked the time scale on this project which was advised to be 2-3 years from start to finish. AD suggested this should be added as an agenda item.</li> <li>• KC asked if there was any analytic data available on the business use of the PSO that he can use to feedback to the Cornwall Chamber of Commerce. KC also asked if he could assist with the PSO process and happy to assist wherever he is able. SO confirmed no data currently available. NB The airport survey will be re-instated in September.</li> <li>• PW asked GS if it was true that the company used for finding people for the properties is an American based one. GS confirmed that it was not however was based in Canada. He advised that this had gone out to market tender and the company that they decided on was able to offer a better Global reach. The company that is now using NH2 are looking to increase with possible cargo flights.</li> <li>• TM asked if Logan air could continue their NCH to EXT flight to NQY? SO stated that she has time scheduled to speak to Loganair so will add this to her discussion points. SO stated that once the catchment information is known it will make it an easier to convince airlines to operate new routes.</li> <li>• KC asked GS if there were any good news stories that he can use and feedback into the business market? GS stated yes with a good range of differing companies based on the Aerohub.</li> </ul> <p><b>Action:</b> Add Mid Cornwall Metro as an agenda item for the meetings going forward.</p>	SO/AD	01 NOVEMBER 2022
6.0	<b>Any other Business</b>		

## Airport Consultative Forum (ACF)

6.1	<b>Kim Conchie – Cornwall Chamber of Commerce</b> KC advised that Lawrence Palk (LP) will be attending in the future representing the Chamber of Commerce.		
6.2	<b>Cllr Louis Gardner</b> LG asked if there was data available on passengers who use the flights into NQY for Board Masters? The meeting then discussed the usefulness of this data which could then be used to increase or amend flights when large events are taking place in the county. Action SO to make contact with Boardmasters / Visit England and obtain any available data	SO	09 NOVEMBER 2022
6.3	<b>Wg Cdr Kinnear – RAF St Mawgan</b> WCD advised he didn't have anything specific to add however linking the Airport to Falmouth ensuring the attendees for the Forces Week next year would make this a huge plus point.		
6.4	<b>Samantha O'Dwyer - Cornwall Airport Newquay</b> SO raised that she is going to speak to the Airport lawyers with regard to a robust NDA as she is concerned that additional attendees are differing across the meetings.	SO	09 NOVEMBER 2022
6.5	<b>Melissa Thorpe – Spaceport</b> MT advised that she has nothing further to add.		
6.6	<b>Tizzy McLeod (TM) – Cllr St Columb Major Parish</b> TM asked if there was an accurate website that shows accurate environmental impact information as she is always being asked. SO will provide this to TM. NB: <a href="http://www.sustainableaviation.co.uk">www.sustainableaviation.co.uk</a> MT advised that Spaceport have a sustainability page on their website.  The meeting then discussed the impact to the county and economically of becoming more environmentally friendly.		
6.1	SO asked if there was any other business to discuss.		

With nothing to discuss the meeting was closed.

The next meeting is Wednesday 09 November 2022 – 10:00 – 12:00. Cornwall Airport – St Mawgan House

## Airport Consultative Forum (ACF)

**OUTSTANDING ACTIONS**

<b>Agenda Item No</b>	<b>Action</b>	<b>Who?</b>	<b>Deadline</b>
3.1	SO & AD. to put together the ideas for future agenda items	SO	01 NOVEMBER 2022
4.2	MT to send an update to all regarding Spaceport.	MT	01 OCTOBER 2022
5.2	Add Mid Cornwall Metro as a permanent agenda item.	SO/AD	01 NOVEMBER 2022
6.2	SO to provide data to LG with regard to who uses the flights to NQY for Boardmasters.	SO	09 NOVEMBER 2022
6.4	SO to the Airport Lawyers with regard to setting up a NDA for the attendees of the ACF meeting.	SO	09 NOVEMBER 2022
2.6	Airport User Subgroup – agree frequency, dates and duration.	ALL	10 AUGUST 2022
2.10	Confirmation on the formal procedure of raising comments, concerns or recommendations from the Forum to Cornwall Council Cabinet.  NB The Aerospace Board provide a formal update to the cabinet. SO attends and will provide a written update as and when required.	PW/LG/M T/SO	Complete

## Future Meetings

The following meetings are being held in person.

- Wednesday 09 November 2022 10:00 – 12:00
- Wednesday 08 February 2023 10:00 – 12:00