

## Airport Consultative Forum (ACF)



<b>Topic:</b>	Airport Consultative Forum (ACF)
<b>Meeting Date:</b>	Wednesday 31 May 2023
<b>Meeting Location:</b>	Cornwall Airport, St Mawgan House, far end
<p>Samantha O'Dwyer (SO) – Chair – CAL MD          Cllr A Double (AD) - Independent Secretariat          Cllr P Willis (PW) – Cornwall Council          Tizzy McLeod (TM) – St Columb Town Council          Cllr Louis Gardner (LG) – Newquay Town Council and Cornwall Council          Ross Hulbert (RS) – Spaceport Cornwall          Ian Jones (IJ) – Goonhilly          Nick Weston (NW) – Weston Aviation          Lawrence Polk (LP) – Wildenet          Andrew Boomer – (AB) – CAL – Director of Operations          Josie Hutt (JH) – CAL – Marketing Manager          Ben Simpson (BS) – Cornwall Council          Fay Smith (FS) – Minutes CAL</p>	
<b>Distribution:</b>	As per the Agreed Attendees

**AGENDA**

1. Apologies
2. Minutes from previous meeting - 08 February 2023
3. Spaceport Update
4. Airport Operators Update
5. Environmental Review
6. Future Agenda items
7. AOB
8. Next Meeting – 27 September 2023

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<b>1.0</b>	<b>Apologies</b>
1.1	Apologies were received from Lothar Berger (LB), Tim Bunting (TB), Zara Dinnacombe (ZD), Deborah Carter (DC), Wing Cdr M Kinnear (WCM), Ian Curtis (IC), Will Ashworth (WA) and Andrew Evans (AE).
<b>2.0</b>	<b>Review the previous minutes including signed NDA's</b>
MA 2.1	<p>SO ran through the previous minutes asking for any amendments or changes that needed to be made.</p> <p>Cllr Willis asked for his title and Tizzy McCleod's to be corrected which will be actioned.</p> <p>SO welcomed Ross Hulbert (RH) who will now be representing Spaceport Cornwall at this meeting.</p> <p>No other amendments were recorded other than the above action so the minutes from the previous meeting were found to be a true record.</p> <p>All actions will be noted at the end of these minutes.</p> <p><b>Action</b></p> <p>Correct job titles for both Cllr Willis and Tizzy McCleod.</p>
<b>3.0</b>	<b>Spaceport Update – Ross Hulbert</b>
3.1	<p>RH thanked everyone for and reported the following:</p> <ul style="list-style-type: none"> <li>• The Operations Facilities are now open despite a delay. The facilities are now filled with numerous businesses.</li> <li>• RH thanked Melissa Quinn for all her leadership and assistance stating that the momentum for the business is one of going forward. This is a great choice for Melissa and RH wanted to record his thanks to her.</li> <li>• RH gave an update on Virgin Orbit who ceased trading in March 2023. This process of Chapter 11 in the US protects the workforce and the assets. Three separate businesses have bought the assets which RH stated was quite normal.</li> <li>• RH stated that there are exciting projects in the works however he advised that he is unable to discuss these due to confidentiality. The future is very exciting.</li> <li>• RH stated that the business is looking at launches as well as its facilities on site being used being the complete package or providing support where requested.</li> <li>• RH stated that the UK Space Agency has 'space for everyone!' and is a diverse industry.</li> <li>• With regard to the educational provision RH advised there are two school groups visiting per day, so the educational aspect of the project is proving to be very popular and a valuable one. The next events will be arranged alongside Goonhilly.</li> <li>• RH stated that Spaceport Cornwall is transiting into CAL.</li> </ul> <p>RH asked if there were any questions or comments.</p>

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3.2	<p><b>Questions or comments</b></p> <ul style="list-style-type: none"> <li>• SO agreed and stated that the Space industry is a diverse and dynamic one.</li> <li>• In relations to Virgin Orbit, it was stated that 80/90% of all start-ups fail in the first two years.</li> <li>• SO stated that she was surprised that the assets were sold separately and not as one package.</li> <li>• AD asked about Kernow sat situation.</li> <li>• LG stated that the council's strategy has now been signed off by the full Council meeting which re-affirms the vision that the council has going forward. Spaceport Cornwall is open for business and is not just the VO launch. The council have agreed that Spaceport Council will become part of CAL.</li> <li>• PW asked what the benefits and differences moving Spaceport into CAL will make and the intended timescale.</li> <li>• LG stated that the Council is receiving many expressions of interest who want to be based on site. LG stated that there is now a Cornwall Trading Investment company/division that now is driving this interest onwards specifically targeting UK companies or the Spaceport Industry and wider investment opportunities.</li> <li>• SO stated that the expressions of interest to be based on the Spaceport site are driving the business forward.</li> <li>• AD and RH stated that the spotlight is on new companies based in the locale.</li> <li>• PW stated it is very important to push out this positive message to everyone.</li> <li>• LG stated that the VO rocket needs to be based in Cornwall so they are trying to make this happen and see how it can be resolved with the possibility of it being the central exhibit of an Outreach Centre.</li> </ul> <p><b>Responses</b></p> <ul style="list-style-type: none"> <li>• RH stated that the industry was a complex one however always looking forward.</li> <li>• RH stated that although companies failed others bought their assets and then improved them. So, although the failure of VO is unfortunate one this is not uncommon in the Space Industry.</li> <li>• RH advised that the three business that bought the assets were situated close to the VO base in the US and made sense.</li> <li>• RH stated that the project Kernow sat is still ongoing and a current project.</li> <li>• RH responded to PW and explained the benefits and any differences. SO stated that it will make the managing of the division a much smoother prospect. SO also stated that she wants to include the Aerohub area within the CAL company.</li> <li>• PW and LG both stated that this is an option for one entity which SO stated would make it much easier to manage. LG stated that it needs to go through several stages as all are Council owned. SO stated that a zoned Aerohub will make it much easier to manage and develop in phases.</li> </ul>
3.3	<b>Goonhilly – Ian Jones</b>

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	<p>IJ reported he had several items to report:</p> <ul style="list-style-type: none"> <li>• Goonhilly has received Council support and is in the final stages of expanding to include global coverage. Within June there are planned visits from NASA and JPL with potential future projects around moon missions.</li> <li>• Attending a conference at Farnborough. There is the potential to support the export market. Other companies and countries are modelling after Cornwall.</li> <li>• IJ stated that the Space industry when the launches and related projects stopped in the US, the industry was very much doom and gloom however in recent years this has changed and now very much looking at a brighter future.</li> <li>• Business development – Scotland launch is the next event and will be a challenge especially being based on the North coast in regard to transport links. IJ believes this is an opportunity for the airport to offer a link.</li> <li>• IJ stated that the European Space Agency had been concentrating on the VO launch as Europe doesn't have any launches operating from Europe. There is a possibility of a bid for a satellite Integration Centre however this has not commenced to date.</li> </ul> <p>IJ asked if there were any questions or comments</p>
3.4	<p><b>Questions or comments</b></p> <ul style="list-style-type: none"> <li>• SO asked if the transport links to The Shetlands was an issue? IJ confirmed that this could be a great opportunity. NW also stated that there could be a possibility of organising an adhoc charter.</li> </ul>
3.5	<p><b>Action</b></p> <ul style="list-style-type: none"> <li>• SO, IJ and RH to discuss a business approach to the Scotland launch.</li> </ul>
<b>4.0</b>	<b>Airport Operations Update – Andrew Boomer</b>
4.1	<p>AB then updated the meeting on the Airport Operations including passenger numbers, movements, routes staffing levels and future enrolment.</p> <ul style="list-style-type: none"> <li>• The new HR Manager – People Person commences in role 01 July 2023.</li> <li>• AB ran through the routes for the summer of 2023 on their frequency and variety.</li> <li>• AB advised that ALC, AGP and FAO are now year-round from NQY which is very excited.</li> <li>• Due to the increase in numbers AB talked about the need for changes in the layout of the Terminal to accommodate the number of passengers. Expected passenger numbers are approximately 410K.</li> <li>• Upgrade to the current Security machines together with the OOG machine.</li> </ul>
4.2	<p><b>Accessibility</b></p> <ul style="list-style-type: none"> <li>• With regard to accessibility the airport has been approved for Assistance Dogs as of 12 May 2023.</li> <li>• The Accessibility Forum latest meeting was hosted at the Airport on the 20 May 2023 which is a critique of the airport and its provisions.</li> <li>• The newly formed PRS Team is now operating.</li> </ul>

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	<ul style="list-style-type: none"> <li>JH advised that the coverage we have received from our first influencer campaign has been brilliant. The influencer is called Clara Holmes “Rollinfunky”.</li> </ul>
4.3	AB concluded his presentation and then asked if anyone had any questions.
4.4	<p><b>Questions and comments</b></p> <ul style="list-style-type: none"> <li>AD asked the time scale when compensations is given to passengers who have been either delayed or cancelled.</li> <li>AD asked how many staff were currently employed at CAL and if the airport was fully staffed to the levels that are required?</li> <li>PW asked if the LHR has been replaced? AB stated that it had not been replaced by another operator as the slots are tied to the PSO route.</li> <li>LG asked if there were sufficient numbers of private aircrafts operating from the Aerodrome as they are receiving more interest in this area.</li> <li>PW asked regarding the hovering aircraft near to Carnanton Estate as he had been approached by the owner.</li> </ul> <p><b>Responses</b></p> <ul style="list-style-type: none"> <li>AB confirmed the amount is 260€ for a delay over three hours however usually these delays are outside of CAL control.</li> <li>AB advised 199 with 5 or 6 enrolling currently with 1 being employed in the ATC Department. AB stated that he is happy with the current levels of staffing. SO also confirmed that larger Airports regularly operate with gaps in the staffing levels and areas.</li> <li>AB advised that there are private jets using the Airport, together with training traffic although there is a balance regarding to the noise to the locale.</li> <li>AB stated that he had spoken to the owner of Carnanton Estate and has passed on his comments to ATC. He confirmed that he has provided his direct contact details.</li> </ul>
<b>5.0</b>	<b>Environmental Review – Ben Simpson</b>
5.1	<p>BS then gave a presentation on the Environmental approach that the Council has and how the Airport can impact on and can assist.</p> <p>The slides for this presentation are attached with these minutes.</p> <p>The airport knows where they are due to the Carbon reporting that has been completed previously so now the Airport need to move forward.</p> <p>Once BS had concluded he asked if there were any questions or comments.</p>
5.2	<p>JH stated that the Airport had commissioned a report on the emissions for train, ferry and car travel as against flying from NQY to MAN and LGW (LDN).</p> <p>The results stated that the flight to LGW is on a par with the train and to MAN flying is half the carbon emissions of the train.</p> <p>JH stated that they need to pull the results together for a marketing campaign.</p>
5.3	<p><b>Queries and Comments</b></p> <ul style="list-style-type: none"> <li>SO stated that the biggest use of diesel at the Airport were the vehicles used around the site however to change this investment is necessary.</li> </ul>

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	<ul style="list-style-type: none"> <li>• SO stated that there was no budget currently for a Sustainability Manager however the Business Intelligence Analyst will be undertaking courses to offset this.</li> <li>• SO stated that using more efficient fuel for the aircraft would be a goal to aim for.</li> <li>• LG asked if they could share the data and the evidence from the Carbon Emissions Report.</li> <li>• LG stated that this delivers on the wider carbon message together with sharing daily travel for employees such as cycling to work. Cycles based at the Terminal, so it is linked to Spaceport and the Aerohub. Beryl e-bikes with an option of adding the Airport and other sites to the app.</li> <li>• PW stated that regular airport shuttle services are needed rather than the routes we have presently. The services need to stop at the Airport rather than drive past. The costs for amending this need to be investigated however this seems to be a common-sense approach.</li> <li>• AD asked BS how do you hold business accountable to their carbon neutral promised stance?</li> <li>• NW asked why the Councils approach was for their staff to travel by train rather than flying from NQY?</li> </ul> <p><b>Response</b></p> <ul style="list-style-type: none"> <li>• BS stated that there is annual reporting, and the carbon emissions element would be built into the contracts with possible penalties however all of this would be discussed directly with the business.</li> <li>• AD advised that the Council stance on using the airport for their staff is a challenging one however they are trying to change this.</li> </ul>
<b>6.0</b>	<b>Future Agenda Items</b>
6.1	<p>SO asked the attendees if there were any items they wished to be added to the agendas for future meetings.</p> <p>No suggestions were received.</p>
<b>7.0</b>	<b>AOB</b>
7.1	<p><b>Louis Garner</b></p> <ul style="list-style-type: none"> <li>• Nothing to raise</li> </ul>
7.2	<p><b>Ian Jones</b></p> <ul style="list-style-type: none"> <li>• Happy to host any future meetings at Goonhilly.</li> </ul>
7.3	<p><b>Tizzy McCleod</b></p> <ul style="list-style-type: none"> <li>• Tizzy asked if there was a possibility of a social get together maybe a lunch with networking afterwards.</li> </ul>
7.4	<p><b>Paul Willis</b></p> <ul style="list-style-type: none"> <li>• Paul asked about the occupants of the hangar that used to house the CAHC Museum as the public perception was not a great one due to social media coverage. SO advised that</li> </ul>

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	<p>the area in question is now Airside due to a CAA Security issue which had to be resolved. The whole area, including all the HAS buildings is now a controlled zone and is accessed by security pass only. The company now situated in the former Aviation Heritage site is called SES (Space Engine Systems) who are developing systems for future launch projects.</p>
7.5	<p><b>Samantha O'Dwyer</b></p> <ul style="list-style-type: none"> <li>• Nothing to raise</li> </ul>
<p>With nothing further to discuss SO closed the meeting.</p> <p>The next meeting will be held on 27 September 2023 with the venue being Spaceport Cornwall Offices.</p>	

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**OUTSTANDING ACTIONS**

<b>Agenda Item No</b>	<b>Action</b>	<b>Who?</b>	<b>Deadline</b>
MA 2.1	Correct Job title for Paul Willis and Tizzy McCleod.	FS	27 SEPTEMBER 2023
3.5	Discussion on a business approach to the Shetland Islands pertaining to the Scotland launch.	SO / IJ / RH	27 SEPTEMBER 2023

**Future Meetings**

The meetings are as follows

Wednesday 27 September 2023 10:00 – 12:00

Spaceport Cornwall Offices

Wednesday 20 December 2023 10:00 – 12:00 Venue to be decided

Wednesday 06 March 2024 10:00 – 12:00 Venue to be decided