



**MINUTES OF THE SOLENT AIRPORT CONSULTATIVE  
COMMITTEE MEETING**

**Date:** 03 November 2021

**Venue:** Collingwood Room – Fareham Borough Council

**Committee Members Present:**

**Fareham Borough Council**

Councillor Sean Woodward  
Councillor Trevor Cartwright  
Councillor Tiffany Harper  
Councillor Jim Forrest  
Councillor Stephen Dugan

**Hampshire County Council**

Councillor Pal Hayre

**Gosport Borough Council**

Councillor John Beavis

**Aerodrome**

Frank Thompson - Phoenix Aviation  
Vit Guidi – Britten-Norman Ltd  
David Pinhorne - Daedalus Aviation and Heritage  
Group

**Community**

Rose Christophersen – Ranvilles Residents  
Community Group (RRCG)

Ellie O’Toole – Euroflight Training Ltd

**Also in Attendance:**

**Regional and City Airports (RCA)**

Marshall Barrand, Projects Director

Martyn Francis, Airport Manager

Cathy Hicks, Communications and Stakeholder  
Liaison Officer

**Fareham Borough Council**

Sarah Ward, Daedalus Strategic Lead

Richard Jolley, Director of Planning and  
Regeneration

## **1. Welcome and Apologies**

Apologies were received from Lee-on-the-Solent Residents' Association, Hill Head Residents Association and Lee on Solent Microlight Club.

The Chairman read out the following statement from the Lee-on-the-Solent Residents' Association –

*Lee Residents appreciate the minutes of the last meeting and the detail of the complaints processes, which have been used for a small number of cases. We do appreciate the open and co-operative attitude the airport operator extends to the community in which the airport is most closely situated. Regards, Brian Mansbridge, For Lee Residents Association.*

## **2. Notes of the Previous Meeting/Matters Arising**

The notes of the meeting held on 26 July 2021 were received and agreed as a correct record.

## **3. Consultative Committee Matters**

Sarah Ward, Daedalus Strategic Lead at Fareham Borough Council, explained that this was a standard item on the agenda providing Members of the Committee to discuss any matters pertaining to the Committee itself.

*Rose Christophersen from the RRCG and Councillor Forrest arrived during discussions on item 3.*

### **a) Agenda item requests**

Sarah Ward addressed the Committee to explain the process for items that Members would like to be added to the agenda. With this only the third meeting of the Committee, it was timely to clarify that the whole agenda consisted of standard items that remained the same at each meeting. Members should be able to accommodate most of their questions and discussion points within this standard agenda and there is no requirement to provide any detail in advance of the meeting. If members wish to discuss additional areas, then these should be advised in advance for consideration by the Chairman.

The Chairman went on to provide feedback to the Committee on some of the agenda item requests that had been received and the answers that had been provided in response –

Response to the Hill Head Residents' Association –

*In response to the points you put forward for the agenda on behalf of HHRA, the Chairman added an item on Airport Consultancy Advice.*

*Your question about events and other activities can be addressed under the agenda item on Airport Operations and your questions about plans for the terminal, car parking, cafe and heritage centre, AGL and runway extension can be addressed under the agenda item on Airport Development.*

*It is not within the Consultative Committee's terms of reference to consider the financial position of the airport, so it is not appropriate to include your question on finance on the agenda. However, it has been forwarded it to the Council's Freedom of Information Officer for a response.*

Response to the Ranvilles Residents' Community Group –

*The Chairman added an item on Climate change response and Employment statistics to the agenda.*

*Your questions about the circuit path, and pollution and noise contours can be addressed under the agenda item on Airport Operations and those about RCA and telephone complaints handling can be addressed under the agenda item on Complaints. At this point you may ask the Chairman if you may present the data that you refer to.*

*Your questions about the MOD airspace can be addressed under the agenda item on Airspace.*

*It is not within the Consultative Committee's terms of reference to consider the Council's complaints policy so it is not appropriate to include this question on the agenda.*

These comments were circulated to both the Hill Head Residents Association and the Ranvilles Residents' Community Group prior to the meeting.

#### **4. Airport Management Matters**

Members of the RCA Management Team delivered a presentation on various Airport Management Matters:

A copy of the presentation will be circulated with these Minutes.

##### **a) Airport Operations**

Martyn Francis, Airport Manager, RCA began by updating the Committee on the general Airport Operations.

*Question* – You mentioned that the resident's tours have been very successful this year, but have chosen to stop them for the winter, why is this?

*Answer* – With the night's drawing in and the weather changing, the tours were causing challenges operationally so the decision has been made to cease the tours until the

spring when they will continue a couple of days a month throughout the spring and summer of 2022.

*Question* – I have witnessed aircraft flying over Titchfield Haven and on this occasion consistently circling the site. Could the red lines be extended to limit overflight?

*Answer* – The Titchfield Haven site doesn't hold any restrictions, so pilots are allowed to fly over this area. I will raise this at the next Airport Operations and Safety Committee meeting.

*Question* – Can the RCA confirm the accuracy of the flight data they use for geolocation?

*Answer* – RCA uses several different applications which all have varying degrees of accuracy, but none are completely accurate, and RCA have never said anything to the contrary. The data does not allow RCA to accurately track aircraft, but the data can be analysed using a combination of the applications that we use.

## **b) Performance**

Marshall Barrand, Projects Director, RCA addressed the Committee to provide an overview of the RCA performance.

*Question* – How are movements calculated?

*Answer* – Each landing is counted as one movement. Touch and go is not counted as a landing.

## **c) Complaints**

Martyn Francis provided the Committee with an overview of the complaints that have been received and the complaints monitoring that is in place. Martyn explained that the RCA are working hard to identify pilot transgressions and communicated best practice to them, but with the airport falling within Class G Airspace there are few sanctions that can be imposed.

The Chairman stated that a lot of the complaints related to individual pilots' actions which the RCA cannot control.

*Question* – Why aren't the RCA upholding the RRCG complaints if the evidence they are providing is accurate?

*Answer* – All complaints are reviewed and responded to. A weekly report is sent to the RRCG. When complaints reveal pilot transgression, RCA will always contact a pilot. However, no action is taken if the pilot is flying safely. The airport maintains a report on complaints and if pilots are causing persistent problems then this is addressed.

The Chairman reminded the Committee again that matters involving the Fareham Borough Council's complaints procedure could not be discussed as this was not within the Terms of Reference of the Committee.

## **d) Safety and Security**

Martyn Francis addressed the Committee to highlight that the airport continues to be fully compliant and maintains an excellent safety record.

*Question* – Is Spitfire Way the responsibility of RCA?

*Answer* – No

*Question* – There is a proposed application for Hangars at the site which would require an additional access. Does RCA have any concerns over this?

*Answer* – Fareham Borough Council has advised the promoter of this scheme that they will not sell the land identified for this scheme. RCA also advised the Committee that they had safety concerns about the proposed scheme.

## **e) Airspace**

Martyn Francis presented details to the Committee on: wildlife controls, improvements to the Air Traffic Zone (ATZ) and circuit modifications.

*Question* – What changes have been made the circuit?

*Answer* – No changes have been made to the circuit. Modifications have been tested to help address noise complaints. This work is still under review.

*Question* – Why is the circuit incorrect on several websites?

*Answer* – The circuit is an illustration and guide only. RCA are not in control of circuit images used by tenants. The images used are not from an official source and possibly predate the RCA.

The Chairman advised that this Committee cannot discuss matters pre-2015 as no one in the room can comment on historic data or answer questions accurately on information before 2015 when the Council took ownership of the airfield.

*Question* – Why aren't pilots following the correct path?

*Answer* – Waypoints (geographical coordinates) are used to provide a visual aid to pilots, but a significant number of factors can change waypoints causing pilots to use a slightly different path. Work is being carried out to reinforce and help make these waypoints clearer. We are reviewing all aspects to help improve this and will communicate this work at a future meeting.

## **5. Airport Development**

RCA's final presentation slides were presented by Cathy Hicks, Communications and Stakeholder Liaison Officer, RCA and Marshall Barrant providing an overview of the stakeholder and community engagement. Cathy provided an overview of the future events to be held at the airfield and expressed how lovely it had been to see the joy that the Spitfires have brought to visitors. There are also plans for a Christmas event in conjunction with the Lee-on-Solent Christmas event on 22 December 2021.

Councillor John Bevis thanked RCA for their positive feedback and for continuing to engage with the community with the resident's meetings which are very much appreciated.

Councillor Pal Hayre commented on how happy she was to see the café and viewing area being used during a recent tour of the site and how this was a testament to the hard work of the RCA in engaging with the community.

## **6. Any Other Business**

It was advised that these items had been added to the agenda at the request of members of the Committee with the agreement of the Chairman.

### **a) Airport Consultancy advice**

Sarah Ward explained that four pieces of consultancy work had been undertaken by two separate companies which will form a strategic review to assist Fareham Borough Council with its running of the Airport. The first focuses on the market outlook for the airport, the 2<sup>nd</sup> reviews the investments that are required at the Airport, the 3<sup>rd</sup> reviews the operator contract, and the 4<sup>th</sup> considers the risks and opportunities for future airport governance.

These reports are confidential, but as much of the work as possible will be used to develop the airport's offer and these will be considered by the Council as the work is finalised over the next year or so. Much of this information will be in the public domain.

*Question – Why are the reports confidential?*

*Answer – They hold commercially sensitive information.*

*Question – Where can the noise impact report be found?*

*Answer – This should be on the website but is temporarily unavailable. This will be resolved as soon as possible.*

### **b) Climate Change Response**

Sarah Ward provided an overview of the actions being taken by the Council to reduce the airport's carbon use with the aim of being carbon neutral by 2030. These include investments in green technology, installing solar panels and electric charging points. The Council will be working with RCA as an experienced airport operator to improve the carbon footprint of the airport in accordance with the Council's Climate Change Strategy of "Eliminate, Reduce, Offset. Further information will be provided to this Committee in due course.

The Chairman also noted the over 21,000 additional trees have been planted as part of the new open space at the Daedalus Common.

*Question* – Are there alternative fuels available for aircraft as there are with other vehicles?

*Answer* – We are currently in discussion with our fuel providers who are investigating alternative greener options for us.

*Question* – How will the increased use of the airfield effect the carbon reduction targets?

*Answer* – Fareham Borough Council will work with RCA to help mitigate the impact of the airfield on the Council's carbon reduction. The Council has a Climate Change Action Plan and a lot of work has already been carried out which will help going forward in precuring new technologies. This information will also be shared across the airfield to all tenants.

### **c) Employment Statistics**

Sarah Ward explained that employment statistics for the airfield cannot be provided at this time as the data hasn't been collected. Moving forward this information will be gathered and presented to Fareham Borough Council's Daedalus Scrutiny Panel as an annual agenda item.

## **7. Date of Next Meeting**

The next meeting will be arranged to take place in the spring of 2022.

(The meeting started at 14:30pm  
and ended at 16:17pm)

# Solent Airport @ Daedalus Consultative Committee Meeting 3<sup>rd</sup> November 2021





# Agenda Item 4 Airport Management Matters

## a). Airport Operations

- Commercial opportunities – Spitfires.com, Phoenix Aviation, G-BUJI syndicate, Paul Groves, and Hampshire Aeroplane Club. Externally engagement with Gosport Marina, CEMAST and Fareham College.
- Airport supported Lee Victory Festival and hosted Visitor and Tenant event.
- Staff – Recent addition to Operations team previously employed at Southampton Airport.
- Training – Wildlife Strategic Management training completed.
- Airport Audits – External - CAA Met equipment. Internal - Health and Safety and Air Traffic Services.
- Customer survey programme commenced – feedback very encouraging.
- Round of Airfield Tours completed – next scheduled visits planned April 2022.
- Special visits - Catalina Flying Boat and Spitfires have returned for October - December.
- Residents' Association meetings held with airport management.
- New telephony and broadband fibre lines installed.

## Agenda Item 4

### a). Airport Operations

#### **Air Traffic Zones (ATZ) circuit and overhead joins**

- Two meetings held since the last Consultative Meeting in July (29<sup>th</sup> July and 23<sup>rd</sup> Aug) the latter including CAA.
- Ongoing considerations for circuit joins:
  - Use of differing Visual Reference Points (VRP) routings.
  - Fleetlands ATZ discussions.
  - Pilot Flight Apps and Aeronautical information Publication (AIP) from NATS.
  - Visual way point marker review.
- Actions so far:
  - Formal request submitted to CAA for use of Fleetlands ATZ underway to enable overhead join from the north.

## Agenda Item 4

### b). Performance

#### **FY22**

- Movements (Apr to Sep 21), + 28% verses 2019/20, and 69% vs 2020/21.
- Year end to March 22 prediction 35,044 vs budget 30,753
- After costs and revenue the EBITDA (earnings before interest, taxes, depreciation and amortisation) adverse by 49%. Shortfall driven by aircraft mix.

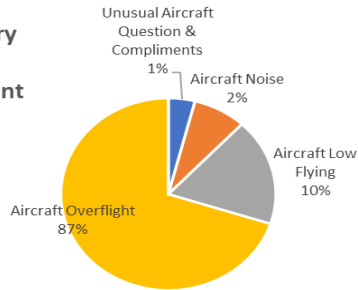
#### **Outlook**

- Whilst current trends indicate that volume will remain high compared to budget, we continue to experience significant volatility due to CV-19. Assuming this winter remains stable, current projections suggest revenue will remain 30% lower than planned. The outturn projection for FY22 is expected to be adverse to budget by another c£100k.
- The focus to reduce the deficit will include attracting more high yield movements: corporate fixed, and rotary, military, in addition to expanding visitor flying school / club opportunities.

# Agenda Item 4

## c). Complaints Monitoring

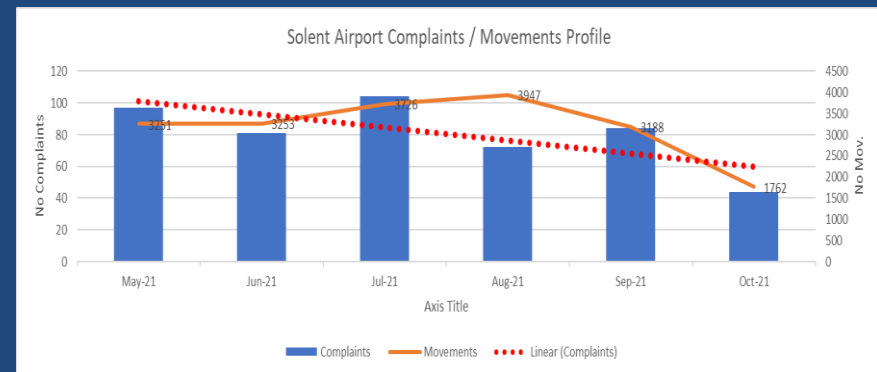
Category of Complaint



Year / Month	AM Emails	Ops Emails	Telephone Calls	Online Form	Weekly Reports	Weekly Reports No of A/C individual Notifications	Total Complaints Monthly	Total Mov. Monthly
May-21	3	3	5	86	3	44	97	3251
Jun-21	1	1	5	74	5	93	81	3253
Jul-21	0		5	99	4	71	104	3726
Aug-21	0	0	20	52	5	67	72	3947
Sep-21	0	0	11	73	4	63	84	3188
Oct-21	0	0	4	40	3	32	44	1762
<b>Total</b>	<b>4</b>	<b>4</b>	<b>50</b>	<b>424</b>	<b>24</b>	<b>370</b>	<b>482</b>	<b>19127</b>

October data as of 22<sup>nd</sup>

Category of Complaint	Telephone	Online Form	Emails AM	Emails Ops	Total	% by Category
Unusual Aircraft Question	2	0	0	0	2	0.4%
Aircraft Noise	4	2	0	2	8	1.7%
Aircraft Low Flying	9	40	0	0	49	10.2%
Aircraft Overflight	35	382	2	2	421	87.3%
Compliment	0	0	2	0	2	0.4%
<b>Total</b>	<b>50</b>	<b>424</b>	<b>4</b>	<b>4</b>	<b>482</b>	<b>100%</b>



## Agenda Item 4

### c). Complaints Monitoring

- The airport continues to employ a variety of methods to investigate and verify feedback reports. These include FlightAware (for historical monitoring of movements), and ADS-B exchange (live extract feed for flight movements monitoring), to help improve investigation outcomes. We also use GPS which originates from aircraft.
- The airport is about to roll out the use of a “noise pack” which will assist in explaining all noise - related events originating from the airport.
- A summary of all feedback is submitted to FBC on a monthly basis.

## Agenda Item 4

### e). Safety and Security

- Compliance with regulations is high and has been evidenced again following a recent audit by the regulator (CAA).
- Solent Airport continues to operate safely with no events being recorded in the last 3 month period.
- The airport Emergency Planning Committee are meeting in November to agree the next Live Exercise on the airport.
- CV-19, occurrences remained at zero since last CCM.
- Business risk assessment plan has been reassessed ahead of winter 2021/2022 operations.

## Agenda Item 4

### f). Airspace

- Wildlife control around the airport and the associated risk is a constant area of focus. Staff recently attended refresher training on the changes around wildlife control. Monitoring of our regime and impact assessment to ensure we keep up with safe wildlife control remains crucial.
- Fleetlands; request to utilise ATZ at specific height is in progress through formal application to the CAA. This will specifically help improve joins from the north.
- Airport Technical Working Group discussions on proposed conjoined ATZ utilisation and circuit modifications.

## Agenda Item 5

### Airport Development

- Customer survey programme launched, with the initial focus on pilots and the services offered at Solent Airport currently and under consideration in the future.
- Stakeholder engagement programme is ongoing with focus on putting the Airport at the heart of the community, along with local business forums and tenants.
- New aircraft movement database platform went live 1<sup>st</sup> August.
- Business plan being prepared for expansion of managed hangarage opportunities
- Improved interaction with Chamber Commerce / business forums, Military, Medivac, Corporate rotary for events such as Cowes Week are also future key objectives



# Agenda Item 5 Airport Development

## 2021/22: Solent Airport Stakeholder Engagement Programme

2022								2021			
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
CEMAST & Innovation Centre Meetings	Hillhead Residents' Association Meeting	Solent Airport Newsletter	Community Open Day Event	Tenants' Breakfast	Summer programme of Airport/ community events	Summer programme of Airport/ community events	Summer programme of Airport/ community events	CEMAST & Innovation Centre Meetings	Solent Airport Newsletter	Tenants' Breakfast	Tenants' Christmas Event
RRCG Meeting	Lee Residents Association Meeting	RRCG Meeting	Airport Tours Resume	Airport Tours	Airport Tours	Airport Tours	Airport Tours	Airport Tours	Airport Tours	Airport Consultative Committee	Christmas Community Event
	Tenants' Breakfast		Lee Residents Association Meeting	RRCG Meeting	Hillhead Residents' Association Meeting	RRCG Meeting	Tenants' Summer Event	Lee Victory Festival	Halloween Activity		Lee Residents Association Meeting
			Hillhead Residents' Association Meeting		Lee Residents Association Meeting	Tenants' Breakfast		Hillhead Residents' Association Meeting	RRCG Meeting		Hillhead Residents' Association Meeting
					Solent Airport Newsletter			Lee Residents Association Meeting			Solent Airport Newsletter

The table details the parallel activity the business is focused on between stimulating traffic long term whilst supporting and helping to communicate, problem solve and reassure our local communities around our plans.

# Agenda Item 5 Airport Development

	2022												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Market Segments	Corp Sales Calls				Corp Sales					Corp Sales Calls			
	Corporate Fixed Wing & Rotary					Corporate Fixed Wing & Rotary (e-shots)					Corporate Fixed Wing & Rotary		
	Regional Biz Forums & Chamber of Commerce			Regional Biz Forums & Chamber of Commerce						Biz Forums & CofC		Biz Forums & CofC	
	Air Cadet Squadrons - Eshots			Air Cadet Squadrons - Eshots			Air Cadet Squadrons - Eshots			Air Cadet Squadrons - Eshots			
	Rotary Ops (Biz)				Rotary Ops (Biz)					Rotary Ops (Biz)			
	Flying Schools			Flying Schools				Flying Schools		Flying Schools			
	Medivac		Medivac	Medivac		Medivac		Medivac	Medivac				Medivac
			European Airfields				European Airfields		European Airfields				
	GA/Flying Clubs E-shots												
	Military	Military	Military	Military	Military	Military	Military			Military	Military	Military	Military
			Marine			Marine	Marine	Marine	Marine				
	Editorial Activity								Editorial Activity				