

# **BRIGHTON & HOVE CITY COUNCIL**

## **SHOREHAM AIRPORT JOINT COMMITTEE**

**10.00AM – 27 JUNE 2003**

### **SHOREHAM AIRPORT**

#### **MINUTES**

Present: Councillor Turner (Chair); Councillors Hamilton, Morgan, Taylor and Mrs C Theobald.

Worthing Borough Council: Councillor Lovell

Also in Attendance:

Brighton & Hove City Council: Peter Wright, Principal Accountant; Bob Bruce, Principal Solicitor and Penny Jennings, Committee Administrator.

The Airport: John Haffenden, Airport Manager; Shirley Hobden, Accounts Assistant.

Adur District Council: Councillor Pitchford as an observer and Alan Perrett, Head of Development Control.

#### **PART ONE**

##### **1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Councillor Peltzer Dunn (Deputy Chair) and David Fleming, Assistant Director Major Projects.

##### **2. ELECTION OF CHAIR**

2.1 Nominations for the Chair were sought and Councillor Turner was proposed and seconded and, following a ballot, was duly elected as Chair for the ensuing municipal year.

2.2 **RESOLVED** - That Councillor Turner be elected as Chair of the Shoreham Airport Joint Committee for the ensuing municipal year.

##### **3. ELECTION OF DEPUTY CHAIR**

3.1 Nominations were sought for the Deputy Chair and, following a ballot, Councillor Peltzer Dunn, who although absent had indicated his willingness to serve if elected (Brighton & Hove City Council), was duly elected for the ensuing municipal year. It was also agreed that Councillors Lovell or Thorpe or

any other Member of the Executive attending from Worthing Borough Council should have the status of Joint Deputy Chair with Councillor Peltzer Dunn for the purposes of both the Airport Management Board and the Joint Committee. It was noted that the Airport Management Board comprised the Chair and the two Joint Deputy Chairs.

3.2 **RESOLVED** - That Councillor Peltzer Dunn and Councillors Lovell, Thorpe or any other Executive Member attending from Worthing Borough Council be elected as Joint Deputy Chairs of the Shoreham Airport Joint Committee for the ensuing municipal year.

#### **4. DECLARATIONS OF INTEREST**

4.1 There were no declarations of interest in respect of any item appearing on the agenda.

#### **5. MINUTES**

5.1 **RESOLVED** - That the minutes of the meeting held on 28 March 2003 be approved and signed by the Chair.

#### **6. PROPOSED TIMETABLE OF MEETINGS 2003/04**

6.1 The Joint Committee considered a report of the Administrator to the Airport setting out the suggested timetable of meetings for the year 2003/2004 (for copy see minute book).

6.2 In answer to questions by Councillor Taylor regarding accessibility of the site for members of the public and those who did not have access to their own transport details were given of those buses stopping close to the southern access road for the Airport. The Chair explained that in the past meetings had alternated between Hove Town Hall and the Airport but that this had ceased given the difficulty of finding parking close to Hove Town Hall and the cost thereof. It was also more appropriate to the Committee's role that it meet at the Airport where Members were able to see at first hand those locations where work was in progress or was to be carried out; this location was also more accessible for Members/officers attending from Adur and Worthing Councils.

6.3 **RESOLVED** - That future meetings of the Airport Joint Committee be held as follows:-

26 September 2003;

9 January 2004;

26 March 2004;

25 June 2004 (AGM)

NB: All meetings would be held at the Airport and would commence at

10.00am.

## **7. AIRPORT MANAGER'S GENERAL REPORT AND OPERATIONAL ACTIVITY FIGURES**

7.1 The Airport Manager referred to the latest updated operational activity figures which had been circulated to Members for information (for copy see minute book).

7.2 The Airport Manager explained that as a result of the clement weather the number of air movements was up and could be reflected in the final year outturn figure. It was, however, unlikely that the number of permitted air movements, a condition of the Section 52 Agreement, for the year would be exceeded and if they were this would not be by a significant figure. In answer to questions the Airport Manager explained that the control figures provided to the Committee also included movements carried out by emergency service aircraft which were excluded for the purposes of the Section 52 Agreement. Members considered that the manner in which figures were currently presented was confusing (particularly for the public who had access to these tables) and that it would be more appropriate for the figures to be presented covering the financial year, (in the same format as was provided to West Sussex County Council) rather than June/July as was currently the case. The Airport Manager agreed to adopt this format in future.

7.3 The Solicitor to the Airport confirmed that West Sussex County Council would only be likely to take enforcement action if the number of air movements exceeded a de minimis level, this had not occurred to date and was not anticipated that this was likely in the immediate future.

### **Museum Closure**

7.4 In answer to questions the Airport Manager explained that the Museum had closed and all of its contents had been disposed of at auction. Repeated prior requests to relocate the spitfire marking the museum's entrance, to enable improved toilet facilities to be installed had been ignored and as a result it had not been possible to proceed with those works. Notwithstanding the owner's allegations that closure had been forced because of rent increases, in common with other premises at the Airport they had been notified of proposed increases as the basis for further discussion/negotiation, no reply had been received. The Consultant Valuer to the Airport confirmed that despite further correspondence no response had been received.

### **Website**

7.5 The Airport Manager confirmed that the Airport's website had recently been updated to include additional information and the format of the front page was also in the process of being updated.

### **Safety and Security**

7.6 The Airport Manager explained that on-going safety training in line with revised CAA guidelines was continuing in relation to Air Traffic Control, rescue and fire-fighting. Overall security was continuing to be reviewed and amended as necessary. The Airport Manager explained that all of the fire officers serving at the airport were employed and paid for by the Airport, not West Sussex County Council, although a number of them were also retained fire-fighters elsewhere and that there was therefore a lot of crossover with the local brigade.

### **Wildlife Control**

7.7 The Airport Manager explained that the problems reported at the last meeting had ceased as the swans nesting cycle had finished for that year, however as swans tended to repeat the same nesting flight cycle year on year, the problem was likely to recur and a longer term solution needed to be found. To this end he was continuing to liaise with representatives from DEFRA and the RSPB.

7.8 **RESOLVED** – That the contents of the report be noted.

## **8. NATIONAL PARK PLANNING INQUIRY**

8.1 The Joint Committee considered a report of the Airport Manager concerning representation at the Inquiry into the South Downs National Park (for copy see minute book).

8.2 Members were in agreement that the Airport Manager's submission should be neutral, notwithstanding the general support of all of the neighbouring local authorities for the concept of a National Park and should relate specifically to issues directly affecting the Airport.

8.3 **RESOLVED** – (1) That it be agreed that the Airport Manager submit a written statement relating to the Inquiry into the South Downs National Park; and

(2) That the statement should refer to the Airport's position in relation to the National Park boundary, the potential public safety zones of any runway and the flight paths adopted by aircraft landing/taking off from the Airport.

## **SUMMARY OF NON-PUBLIC ITEMS**

### **9. ESTATE MATTERS – EXEMPT CATEGORY 9 – REPORT OF THE CONSULTANT VALUER TO THE AIRPORT**

#### **9(a) PROPOSED TELECOMMUNICATIONS MAST – EXEMPT CATEGORY 9**

The Joint Committee considered a report detailing certain actions taken by the Airport Manager in consultation with the Chair under the urgency provisions of Standing Orders in approving the grant of a 15 year lease of a

plot of land for the erection of a telecommunications mast.

**9(b) PLOT 4 NORTH, HANGAR 5 – APOLLO AVIATION – EXEMPT CATEGORY 9**

The Joint Committee considered and approved a report setting out proposed terms for the grant of a lease of the above premises for a 20 year term to Apollo Aviation.

**9(c) RENEWAL OF GRAZING LICENCE – TWO ACRES OF GRAZING IN SOUTH WEST CORNER OF THE AIRPORT – EXEMPT CATEGORY 9**

The Joint Committee approved the renewal of a grazing licence with the present graziers.

**9(d) TERMINAL BUILDING RESTAURANT – EXTENSION – EXEMPT CATEGORY 9**

The Joint Committee agreed to submit a report to the Policy and Resources Committee recommending an extension to the premises covered by the catering concession at the Terminal Building Restaurant to include the additional bar and restaurant area located in Wingfield House.

**10. NON-PUBLIC MINUTES: 28 MARCH 2003 – EXEMPT CATEGORIES 4, 7, 9 AND 12**

The Chair was authorised to sign the non-public minutes of the meeting held on 28 March 2003.

**11. JOINT AIRPORT MANAGEMENT BOARD MINUTES: 27 MAY 2003 – EXEMPT CATEGORIES 4, 7, 9 AND 12**

The Joint Committee noted and received the contents of the notes of the Joint Airport Management Board meeting of 27 May 2003.