

**MINUTES OF THE MEETING HELD ON WEDNESDAY 3<sup>rd</sup>  
OCTOBER 2001 AT 7 PM AT CITY AVIATION HOUSE,  
LONDON CITY AIRPORT**



**PRESENT:**

John Adshead	Chair
Bill Dunlop	Deputy Chair
Stuart Innes	Secretary
Alan Medlock	London City Airport
Gary Hodgetts	London City Airport
Cllr Pat Holland	London Borough of Newham
Hamish Stewart	RODMA
Anthony Sowden	London Development Agency
Claire Irvine	Gallions Housing Association
Sid Keys	Silvertown TRAs
David Atkins	Cyprus TRAs
Alan Robinson	West Silvertown Village Community Foundation
Max Dixon	Greater London Authority (Observer)

**APOLOGIES:**

Cllr Ian Clement	London Borough of Bexley
Howard Sheppard	Docklands Business Club
Cllr Alan Taylor	Custom House and Canning Town Community Forum
Gertie Duffy	North Woolwich and Silvertown Area Team
Peter Mendham	Beckton Area Team
Paul Sweeney	Airline Operators Committee
Robin Whitehouse	London Borough of Newham
Rev. Roderick Hamer	Airport Chaplain (Observer)
Insp Sam Faulkner	Metropolitan Police (Observer)
Jonathan Smith	London City Airport

**IN ATTENDANCE:**

Rob Grafton	London City Airport
Lorraine Bell	London City Airport

**1. COMMITTEE MEMBERSHIP**

The list of Committee Members for 2001/02 was noted. Since the list had been prepared the following nominations had been received:

<i>Gallions Housing Association</i>	Claire Irvine
<i>Docklands Business Club</i>	Howard Sheppard
<i>Cyprus Tenants and Residents Associations</i>	David Atkins

It was understood that the *Custom House and Canning Town Community Forum* would be again be represented by Cllr Alan Taylor but this was subject to confirmation.

The Chairman welcomed those members who were new to the Committee.

The Secretary distributed an up-to-date list of members together with the latest revision of a note about the Committee, its role, functions and constitution.

## 2. **CHAIRMAN AND SECRETARY**

The Committee approved the appointment of John Adshead as Chair of the Committee for 2001/02 and Stuart Innes as the Committee's Secretary for the same period.

3. The **MINUTES** of the meeting held on Wednesday 4<sup>th</sup> July 2001 were approved as a correct record of the discussions at that meeting.

## 4. **MATTERS ARISING**

### (a) **Item 2 – Aircraft Noise – Canning Town: Commissioning of NTK System**

See Item 8 below

### (b) **Item 4 - Visit to Jersey Airport**

The visit had taken place on 18<sup>th</sup> July 2001. Twenty members and Airport staff had participated. It had been a very informative and enjoyable day which had been much appreciated by the group. The Secretary had written to thank those in Jersey who had helped to make the visit such a success.

### (c) **Item 10 – SERAS Study**

Paul Reid, the Airport's former Manager, Air Traffic Services, had left before he could comment on the concerns expressed in the paper tabled at the last meeting which spoke of growing worry among local residents about the possibility of mid-air collisions. The matters was now in the hands of his successor. His response would be circulated with the minutes of the meeting (attached).

### (d) **Item 11 – London Transport Users Committee - London Airports Access Forum**

The reply received from the LTUC was noted. Bill Dunlop noted that he still awaited a date for the next meeting of the Airports Access Forum.

### (e) **Item 12 – Airport Consultative Committees – Working Group**

In its consultation document *The Future of Aviation* the Government had raised the question whether regional bodies should be represented on airport consultative committees and whether the 1987 government guidelines on the operation of consultative committees required revision. This had attracted criticism of consultative committees by the CAA and the Local Government Association's Strategic Aviation Special Interest Group (SASIG). The Annual Liaison Meeting of Consultative Committees at Inverness in June had decided to establish a working group under the chairmanship of John Adshead to review the role of consultative committees and to look again at the Guidelines. The group had met that morning at London Gatwick. The Chairman gave an outline of the matters discussed at the meeting. The group would meet again at the end of November following which there would be a further report to the Committee, probably at its next meeting.

## 5. **TERRORIST INCIDENTS IN US – IMPACT ON LONDON CITY AIRPORT**

See Report referred to at Item 7 below.

## 6. **AIRPORT STATISTICS**

The charts were noted. (See also the Airport Director's report)

## 7. **AIRPORT DIRECTOR'S REPORT**

A note of Alan Medlock's report to the Committee is attached to these minutes.

It was suggested that the Committee might like to see the new airport facilities referred to in the report. It was agreed that interested members should assemble at the Airport at 6pm on 9<sup>th</sup> January 2002 for a brief tour of the Airport before the next meeting which it was hoped could be held in the Board Room in the Terminal.

Pat Holland offered her thanks for the advance warning given by Rob Grafton during the crisis that aircraft would be flying over Custom House and Canning Town. This had allowed her to warn interested local organisations and individuals.

In relation to the recruitment of additional security officers Pat Holland said she had distributed locally copies of the advertisement circulated with the Agenda. It was important to place such advertisements in the windows of local shops. Alan Medlock said that at this stage the Airport was recruiting 20 extra security officers and thus far 15 job offers had been made. The Airport were anxious to recruit staff from the local community wherever possible.

Pat Holland expressed her concern about the security of the area around City Aviation House (CAH). Alan Medlock responded that CAH is manned 24 hours-a-day and out-of-office-hours the security officer on duty monitors the road outside the building. The area is also covered by CCTV (which is about to be upgraded to provide better cover) and there are regular mobile patrols by security staff. Nonetheless the Airport would be looking again at the security of this area among others.

#### **8. STANDING ITEM ON ENVIRONMENTAL ISSUES**

The Airport's Environmental Officer tabled his report – a copy is attached to these minutes.

It was proposed that at the next meeting Rob Grafton should brief the Committee on current environmental issues affecting the Airport. In terms of birdlife the Airport had been surprised recently to find a pheasant on the Airport's runway.

The report was noted.

#### **9. SOUND INSULATION PROGRAMME**

Jonathan Smith's report, circulated with the Agenda, was noted.

#### **10. PLANNING APPLICATION – APRON EXTENSION AND RUNWAY HOLDING POINT**

The London Borough of Newham's Planning Committee had granted planning permission for this development at their meeting on Wednesday 12<sup>th</sup> September 2001. Permission is subject to an agreement under s. 106 of the Town and Country Planning Act which would focus principally on the funding of the Airport Extension of the Dockland Light Railway.

The Airport indicated that although work on the detailed design of the project would continue up to tender stage its implementation and/or timing would depend on a review next year of the long term outlook for the industry following the events on 11<sup>th</sup> September.

In response to questions it was noted that if for any reason the extension of the DLR to the Airport does not go ahead the funds specified in the proposed s.106 Agreement would be used for highways and traffic management improvements to help the roads cope with the additional traffic generated by the increased number of passengers. The long expected decision on DLR Extension is still awaited. It was thought the delay might be attributable to a shortfall in the funding for the scheme.

David Atkins asked that if and when the works are undertaken the construction noise carrying to residential areas to the north of the Airport should be monitored. It was felt that impact of this noise was much greater to the north of the Airport than was usually accepted.

#### **12. DATES OF FUTURE MEETINGS**

The Committee agreed the following dates for future meetings:

Wednesday 9<sup>th</sup> January 2002

Wednesday 3<sup>rd</sup> April 2002

Wednesday 3<sup>rd</sup> July 2002

(End of Committee Year)

Wednesday 2<sup>nd</sup> October 2002

### **13. ANY OTHER BUSINESS**

#### **(a) Website**

The Committee's website had recently been upgraded and those members who were suitably equipped were encouraged to visit the site which was now attracting more than 2500 visitors per annum, a large number for a site of its kind. The site was provided largely as a source of detailed information for members and local people although it seemed now to be attracting a much wider audience.

#### **(b) Runway Works**

Rob Grafton said it was proposed in the next 4 weeks to carry out jointing works on the runway. It was hoped that these works could be carried out during the daytime but if it became necessary to carry out some or all of the works after dark he would notify local members by telephone.

#### **(c) Pilot Course "Get that Job"**

Lorraine Bell circulated details of this course for local adults which was partly funded by the Airport. A copy of the leaflet is attached to these minutes. The course would offer training in basic literacy as well as the preparation of CVs and interview skills. Local members said they would always be pleased to help in spreading information on education and training initiatives and Airport jobs and suggested that details should be sent directly to them as soon as they are available.

### **14. DATE OF NEXT MEETING**

Wednesday 9<sup>th</sup> January 2002 at 1900 hours – venue at the Airport to be confirmed

The meeting will be preceded at 6pm by brief tour of new facilities at the Airport. The meeting will include a presentation by Rob Grafton on environmental issues

**Comments of Manager, Air Traffic Services**

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The busy airspace in the Central and Greater London area is managed safely and efficiently by air traffic control staff employed by National Air traffic Services Ltd (NATS). This company enjoys a world- wide reputation as being amongst the very best in terms of control standards and safety. Indeed, NATS employs a particularly vigorous Safety Management system, which is being copied by other Air Traffic Service providers and aviation related businesses.

NATS controllers at Heathrow, Gatwick, Luton, Stansted and **London City** provide aerodrome control service to aircraft taking off and landing at their respective airports. Other NATS staff at the London Air Traffic & Terminal Control Centre, West Drayton, control aircraft overflying London and those manoeuvring in the vicinity of the airports. Aircraft are required to follow standard arrival and departure routes which have been designed not only keep them safely apart (separated) but also to minimise noise.

Apart from access to high-resolution radar displays that can show the position, heading, level (altitude/ height) and speed of aircraft, controllers use sophisticated tools to plan ahead and provide early warning of any situation where a possible conflict might develop. Such additional safety net devices are also employed on aircraft to enable pilots to double check the accuracy of the control service being provided. **Safety within the company is afforded the highest priority at all times**, and a great deal of energy is expended to ensure that standards remain very high. The airspace in the London area is regulated and managed very effectively by a highly committed and exceedingly well trained control team.

Continuous assessment of controller performance by local examiners helps to ensure correct techniques and re-inforce best practice. Furthermore, the CAA Safety Regulation Group maintains an active interest in all aspects of ATC and formally inspects all units in the UK to confirm adherence to laid down procedures.

**London City Airport Consultative Committee  
Airport Director's Report - October 2001**

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**1. Impact of the terrorist attacks on New York and Washington**

This report outlines the effects on flights to and from London City.

**11th September**

Members of the management team first became aware of the events in New York through news bulletins and the internet early in the afternoon of 11th September. As events unfolded, with the subsequent attack on the Pentagon and the collapse of the twin towers, it became apparent that the United States was the victim of a major terrorist attack.

In the evening, we were advised that the government intended to exercise powers to establish an air exclusion zone around the centre of London, which included the London City Control Zone. This effectively stopped operations, but allowed us to process passengers for transfer to other airports.

These restrictions were valid until 1300 the following day.

ScotAirways CB916 from Glasgow, due at 1955, was delayed. By 2045 the aircraft had not reached Manchester, and was unable to arrive at London City before the airspace closure; the aircraft diverted to Stansted.

**12th September**

At 0630, restrictions were imposed prohibiting aircraft from overflying central London. Aircraft approaching Heathrow were advised to "expect an unusual approach to a 6 mile final".

The early morning meeting of the Cabinet Office Briefing Committee (COBRA) extended the period of closure to midnight on 13th September. Restrictions were also placed on all general aviation flights, prohibiting operations throughout UK airspace.

Airlines, handling agents and other companies operating at the airport were briefed on developments at what became a twice-daily meeting.

Subsequent information from National Air Traffic Services (NATS) on 12th September indicated that the an air exclusion zone had been established over an area from Kensington Palace to a point just east of Canary Wharf. This enabled the development of a new western departure route that avoided the exclusion zone through a combination of a steep climb, and a rapid turn north once a safe operating height had been achieved. The proposed temporary procedure replaced the established Standard Instrument Departure procedures (SIDs).

The new procedures were included in a briefing for COBRA on the evening of the 12th. We later learnt that ministers were unable to approve our proposals, with the ongoing concerns about possible terrorist follow-up attacks.

No similar measures had been enforced at any other UK airport. Aircraft inbound to Heathrow continued to fly overhead at 4000ft.

During the day, telephone calls to Customer Services increased dramatically. Additional staff resource from the Administration team in City Aviation House assisted Customer Services on the switchboard.

**13th September**

On the 13th September, the minimum height over the exclusion zone was raised to 6000 ft, forcing inbound aircraft to route south of Battersea before turning north to begin their approach into Heathrow.

Staff from the Directorate of Airspace Policy (DAP) contacted us to begin a process to refine the proposed operating procedures to enable further consideration by COBRA. DAP is a Group within CAA and sits alongside other CAA groups responsible for Safety Regulation, Economic Regulation and Consumer Protection. DAP is required to secure the most efficient use of airspace consistent with the safe operation of aircraft and the expeditious flow of air traffic. A process that normally takes three years was accomplished in three hours. The Special Operating Instructions were amended to increase the rate of climb on departure, thereby ensuring that the right turn provided additional clearance over pylons located to the north-west of the airfield.

These revised procedures were submitted to COBRA and following acceptance by the committee, the Prime Minister announced to the House of Commons that London City would be able to open on Friday 14th September, subject to aircraft being able to operate to the Special Operating Instructions which would apply for a 48-hour period, before normal operations could resume.

Stephen Byers has written to the Managing Director to express his appreciation and thanks for the work of the airport staff during the very difficult circumstances following the terrorist attacks in the United States.

### **Airline Operations**

Of the carriers, Aer Lingus decided to cancel all services during the period that the Special Operating Instructions were in force, due to excessive payload restrictions on the British Aerospace 146-300.

During the closure, ScotAirways operated the majority of their services to Biggin Hill. At their request, we established a shuttle bus link between the two airports to enable passengers to complete their journey.

VLM chose to operate from Southend, utilising rail services to provide onward transportation to London.

Other carriers attempted to divert services to Stansted. Despite assurance given to DTLR over their ability to handle diversions, the scale of the additional security measures left no available security resources to deal with diverted aircraft, and a number of airlines were unable to obtain suitable slots.

### **Security**

Since the events of 11th September, we have faced a significant increase in security measures. DTLR Department of Transport Security Directions, which have the force of law, were served on airlines and airports.

Initial security measures required the immediate establishment of secondary search before entry to the gates, and the removal of all sharp objects from hand baggage, including knives, letter openers, knitting needles, hypodermics, and razors. A number of other security measures were also introduced.

These new measures rapidly caused delay to departing flights, and long queues at the search points. TV coverage in the Departure Lounge had alerted all passengers to the situation.

Monitoring the new search procedures, it was apparent that the additional measures generally met with the approval of those travelling, and were a welcome response to the situation.

Subsequently the requirement for secondary search was dropped, to be replaced by a requirement to increase passengers and hand baggage physical search.

Although at this stage it is impossible to anticipate how long this will remain in force, we are taking steps to recruit up to 20 additional aviation security officers.

## **2. Statistics**

The tragic events in New York and Washington on 11th September caused a dramatic drop in passenger numbers during the month. Passengers using the airport declined by 19%, against a

growth of 6% during August. Aircraft movements were down 10% on last year, against a growth of 11% in August.

In the nine months to the end of September, the airport handled 1.24 million passengers up 7% on the same period last year. Aircraft movements were up 10% to 42,721.

So far this week, we are about 5% down on passenger numbers, against last year.

### **3. Routes**

No doubt you will have read of the service cutbacks and redundancies at other airports. I am pleased to say that so far, the only reduction has been the loss of one service to Dublin, now down to 5 per day.

Swissair has sold its 70% stake in Crossair to a group of Swiss banks. Crossair continues to operate as normal, despite the shutdown of their previous owner, Swissair.

Sabena is seeking a bridging credit from the Belgian government to enable it to develop a new Business Plan following the withdrawal of Swissair funding.

Lufthansa, despite the cutbacks elsewhere, have announced the introduction of services to Hamburg, Dortmund and Munich, starting this winter.

ScotAirways have introduced a daily service to Inverness, and we anticipate a further increase in frequency.

It is too early to say what the long-term impact will be. We do not expect to lay off any staff as a result, but we are reviewing the situation. As a result of the security measures discussed earlier, we are recruiting 20 additional security officers.

### **4. Airport Facilities**

Installation of new conveyor belts in the Arrivals area has now been completed.

Toilet refurbishment continues, with completion planned for later this month.

The six new check-in desks will be completed by the end of the month.

### **5. Other**

#### **Fun day**

The annual airport funday was held on Saturday 7h July. Despite the rain, which curtailed the flying display, the event was enjoyed by all who attended.

Alan Medlock  
Operations Director  
3rd October 2001

**MINUTES 4(a)/8**  
**London City Airport Consultative Committee**  
**Environmental Issues - July/September 2001**

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A total of 12 complaints relating to environmental issues were received during the period detailed above. A summary is detailed below:

- 11 of the complaints relate directly to aircraft noise and/or flight paths. Of these 11, 7 came from the same 2 complainants.

- |    |                |  |                |         |
|----|----------------|--|----------------|---------|
| 1. | DATE RECEIVED: | 4.7.01                                 |                |         |
|    | TIME OCCURRED: | n/a                                    | DATE OCCURRED: | Various |
|    | AREA:          | Silvertown, E16.                       |                |         |
|    | COMPLAINT:     | Petition referred to LCY by Councillor |                |         |
|    | RESPONSE:      | Letter                                 |                |         |
| 2. | DATE RECEIVED: | 4.7.01                                 |                |         |
|    | TIME OCCURRED: | 08.17                                  | DATE OCCURRED: | 4.7.01  |
|    | AREA:          | Blackheath, SE3.                       |                |         |
|    | COMPLAINT:     | Aircraft noise & flight path           |                |         |
|    | RESPONSE:      | Telephone call                         |                |         |
| 3. | DATE RECEIVED: | 6.7.01                                 |                |         |
|    | OCCURRED:      | 16.48                                  | DATE OCCURRED: | 6.7.01  |
|    | AREA:          | Blackheath, SE3.                       |                |         |
|    | COMPLAINT:     | Aircraft noise & flight path           |                |         |
|    | RESPONSE:      | Complaint logged only as requested     |                |         |
| 4. | DATE RECEIVED: | 9.7.01                                 |                |         |
|    | TIME OCCURRED: | 10.00am                                | DATE OCCURRED: | 9.7.01  |
|    | AREA:          | Canning Town, E16                      |                |         |
|    | COMPLAINT:     | Aircraft noise & flight path           |                |         |
|    | RESPONSE:      | Telephone call & log complaint         |                |         |
| 5. | DATE RECEIVED: | 12.7.01                                |                |         |
|    | TIME OCCURRED: | n/a                                    | DATE OCCURRED: | Various |
|    | AREA:          | Dagenham, Essex.                       |                |         |
|    | COMPLAINT:     | Aircraft noise & flight path           |                |         |
|    | RESPONSE:      | Letter                                 |                |         |
| 6. | DATE RECEIVED: | 1.8.01                                 |                |         |
|    | TIME OCCURRED: | Various                                | DATE OCCURRED: | Various |
|    | AREA:          | Thamesmead, SE28.                      |                |         |
|    | COMPLAINT:     | Aircraft noise & flight path           |                |         |
|    | RESPONSE:      | Letter                                 |                |         |
| 7. | DATE RECEIVED: | 1.8.01                                 |                |         |
|    | TIME OCCURRED: | 14.30                                  | DATE OCCURRED: | 9.8.01  |
|    | AREA:          | Blackheath, SE3.                       |                |         |
|    | COMPLAINT:     | Aircraft noise & flight path           |                |         |
|    | RESPONSE:      | Complaint logged as requested          |                |         |
| 8. | DATE RECEIVED: | 15.8.01                                |                |         |
|    | TIME OCCURRED: | 07.25                                  | DATE OCCURRED: | 15.8.01 |
|    | AREA:          | Canning Town, E16.                     |                |         |

COMPLAINT:	Aircraft noise & flight path		
RESPONSE:	Telephone call		
9. DATE RECEIVED:	30.8.01	DATE OCCURRED:	Various
TIME OCCURRED:	Various		
AREA:	Dartford, DA1.		
ENQUIRY:	Flight paths		
RESPONSE:	Telephone call		
10. DATE RECEIVED:	4.9.01	DATE OCCURRED:	4.9.01
TIME OCCURRED:	11.40		
AREA:	Blackheath, SE3.		
COMPLAINT:	Aircraft noise & flight paths		
RESPONSE:	Telephone call		
11. DATE RECEIVED:	4.9.01	DATE OCCURRED:	4.9.01
TIME OCCURRED:	11.45		
AREA:	Beckton, E16.		
COMPLAINT:	Aircraft flight paths		
RESPONSE:	Telephone call		
12. DATE RECEIVED:	5.9.01	DATE OCCURRED:	5.9.01
TIME OCCURRED:	07.25		
AREA:	Canning Town, E16.		
COMPLAINT:	Aircraft noise & flight paths		
RESPONSE:	Telephone call		

#### **NOISE AND FLIGHT TRACK KEEPING SYSTEM (NTK) UPDATE**

The system has now been updated with the final software packages and key staff members at LCY have also completed the first phase of the training.

The task of verifying the integrity of the data supplied is now underway, though the physical installation tasks are complete and effectively the system is fully operational.

Rob Grafton  
Environment & Planning Manager  
October 2001



Newham Community Education Service  
London City Airport  
Royal Docks  
Silvertown  
London E16

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