

**NOTES OF THE 47<sup>th</sup> ANNUAL MEETING OF THE  
LIAISON GROUP OF UK AIRPORT CONSULTATIVE COMMITTEES (UKACCs)  
HELD ON 14 AND 15 NOVEMBER 2024 AT LEEDS BRADFORD AIRPORT**

**BUSINESS MEETING**

**ACCs present:**

|                       |                               |
|-----------------------|-------------------------------|
| Belfast International | Tom McGrath                   |
| Birmingham            | Colin Flack (UKACCs Chair)    |
| Edinburgh             | Robert Carr                   |
| Farnborough           | Philip Riley (outgoing Chair) |
| Gatwick               | Tom Crowley                   |
|                       | Monique Smart                 |
| Glasgow               | David Flint                   |
|                       | Donald Grant                  |
| Heathrow CISHA        | Tracey Waltho                 |
|                       | Mark Izatt                    |
|                       | Rebecca Cox                   |
| Inverness             | Pat Hayden                    |
| Leeds Bradford        | Alan Wrigley                  |
| Liverpool John Lennon | Mike Jones                    |
| Manchester            | Rachel Bailey                 |
|                       | Denise French                 |
| Newcastle             | John Littleton                |
| Prestwick             | Bob Smith                     |
|                       | Bob Logan                     |
| Southampton           | James Duguid                  |
| Stansted              | Shena Winning                 |
| Teesside              | David Cosgrove                |

**In attendance:**

|                    |                                                    |
|--------------------|----------------------------------------------------|
| Abigail Grenfell   | CAA (Sustainability Strategy & Engagement Lead)    |
| Huw Jones          | DfT (Engagement Lead, Aviation Policy Directorate) |
| UKACCs Secretariat | Paula Street                                       |

**Apologies:**

|               |                  |
|---------------|------------------|
| Aberdeen      | Alan Stewart     |
| Bristol       | David Hall       |
| East Midlands | Guido Liguori    |
| London City   | Duncan Alexander |
| Luton         | Martin Routledge |

**1. SESSION 1**

**1.1 Welcome and introductions**

- Alan Wrigley, Chair of Leeds Bradford ACC for the past three years, welcomed all to the meeting which was last held in Leeds 27 years ago.
- Colin Flack, UKACCs Chair, thanked airport colleagues for an informative visit that morning and welcomed new members, namely Tracey Waltho, Denise French, Bob Smith, and Bob Logan.

**1.2 Appointment of UKACCs Chair**

- Paula Street thanked Colin Flack for his last two terms. Following requests for nominations, only Colin's name had been put forward, with multiple seconders.  
**AGREED:** It was unanimously agreed that Colin Flack should be nominated as UKACCs Chair for a further term of three years.

### 1.3 Notes of 2022 annual meeting

- Any matters arising were to be picked up on the agenda over the two days.

**APPROVED:** the notes of the 2023 annual meeting.

### 1.4 Yorkshire's Airport – Leeds Bradford Airport now and into the future

- A presentation was received from Charles Johnson, Head of Planning Development at Leeds Bradford Airport (LBA), which would be circulated with the meeting notes.
- This outlined the airport's [Vision 2030](#) which had been formulated over the past 18 months and aimed to increase annual passenger numbers from 4 million to 7 million. This would involve a regeneration programme constructing a new 9,500sqm extension; reconfiguring the existing terminal; and building up to an additional 10 aircraft stands.
- Part of the aim was to drive Yorkshire's economic expansion. The airport currently contributed £460m to the local economy, and it was anticipated that the programme would mean that the airport provided 12,000 jobs, directly or indirectly, by 2030 and increase trade and tourism in the region to almost £1 billion.
- There were currently 11 million passenger flights out of Yorkshire each year, with 4 million of these being out of LBA. This, together with the fact that the West Yorkshire economy was the largest growing economy outside of London, meant that there was ample opportunity for growth. It was planned to both increase capacity on existing routes, including to hub airports of Dublin and Schiphol, and introduce new ones.
- The phasing and capital spend on Vision 2030 and the timeline were outlined, and detailed plans of the proposed interior and exterior of the new and existing terminals shared. This development would result in a much simplified and enhanced passenger journey and, in particular, PRMs would have the same experience as everyone else.
- The plan to be net zero for carbon by 2030 was summarised, including work to support business partners and the wider targets for the aviation industry.
- Beyond 2030, LBA planned to be "An outstanding airport connecting Yorkshire to the world". This would involve demolishing the existing terminal and rebuilding on the eastern edge of the airfield; the construction of additional piers and stands; the creation of more hotel beds and parking spaces; and further route development.
- In response to questions and comments, the following points were clarified:
  - LBA had five car parking offers, of which the meet and greet was the most popular as cars could be dropped just outside the terminal. It was currently focusing on increasing this provision. In addition, it had a one-hour free parking zone which was very well used, particularly since the red route had been introduced in the roads around the airport. It did not consult on charges, as this was a commercial decision.
  - The programme included a new train station which would be ready for 2030, though this was not guaranteed as it was not within the airport's control. It had, however, been in the planning stage for the past 10 years, which was now well advanced, so it was expected that the project would go ahead.
  - LBA did incentivise the use of public transport. There are hybrid electric buses due on the 'flyer route' which were subsidised by the airport and on which staff received a 50% discount. Work had been carried out to map staff by postcode, and they were looking to reconfigure routes based on this. Similar data had been collected on passenger locations. Currently 55% of passengers travelled to the airport by car but it was anticipated that this would reduce once the new train station was operating, as a free shuttle bus would be offered with a journey time of just three minutes.
  - LBA also incentivised quieter planes through phased landing charges and penalties for noisy aircraft and breaches of QC1.

## 2. SESSION 2

### 2.1 Working together to improve aviation's environmental performance

- A presentation was received from Abigail Grenfell, Sustainability Strategy & Engagement Lead at the CAA, which would be circulated with the meeting notes.
- The CAA's mission of protecting people and enabling aerospace was outlined. It has regulatory duties on safety, security and consumer protection, and also some duties regarding the environment (many of which are facilitative rather than proactive) and environmental reporting. The latter was a relatively new addition to its work programme and is continuing to evolve.

- The CAA works on the premise that there was a long-term future for aviation, but that growth would have to be sustainable. Its [Environmental Sustainability Strategy](#) was published in 2022, encompassing activities such as enabling jet zero technology, airspace modernisation, and incorporating environmental thinking across all of its workstreams. It is due to be updated in 2025.
- The CAA had just established a Community and Information Feedback Forum, which would be holding its first meeting on 18 November. This was a refreshed version of the Community Discussion Forum, and its aim was to increase the CAA's dialogue with communities and obtain feedback on national policy and issues, rather than to discuss individual airports. ACC Chairs and their noise leads had been invited to join and meetings would be held every six months.
- The sustainability team worked closely with the airspace modernisation team, especially in relation to the 4<sup>th</sup> strategic objective relating to environmental sustainability. A consultation had just been jointly published with the DfT on proposals for a [UK Airspace Design Service](#) (UKADS) and those present were urged to respond.
- In terms of reporting and information, the CAA published the Aviation Environmental Review last year, which had been a high-level overview on noise and emissions. It was intended that this should be developed into a more challenging annual report which highlighted where the aviation industry was doing well and where improvements could be made. Those present were again urged to respond to the current [consultation](#) on this.
- A previous CAA consultation had looked at how best to provide information to consumers on the carbon footprint at the time of booking a flight. Responses to this were currently being assessed.
- In terms of noise, the CAA's [Aviation Noise Attitudes Survey](#), which looks at ten UK airports, was ongoing. A peer review was just about to be undertaken, and the findings of the survey would be published in 2026.
- The CAA was also carrying out a study on Noise Action Plans at 8 UK and 2 European airports to determine their effectiveness in dealing with noise issues and to look at whether the guidance was helpful. It would be making recommendations to government in Spring 2025.
- The DfT had requested that the CAA take a greater role in understanding and mitigating the impacts of air quality and, as a start to this Abigail had joined the Heathrow Air Quality Working Group.
- A consultation relating to how potential changes to the levels of greenhouse gas emissions are taken into account in assessing airspace change proposals was expected in Spring next year.
- The CAA had just published [CAP3041: Guidance for Airport Engagement and Complaints Handling Around Environmental Sustainability](#). This had involved working with the DfT and focused on five principles: transparency; effective process; community reach; environmental sustainability; and environmental sustainability literacy baseline.
- In response to questions and comments, the following points were clarified:
  - The CAA anticipated that communities would become increasingly interested in air quality. This issue had historically always been pushed back to local authorities as it was perceived to be related to surface access, but the CAA recognised that there was an aviation angle and that it should be much more involved. The exact nature of the role it should play was currently being considered.
  - There were a number of different targets that had been set in relation to achieving net zero. The CAA worked to the legally binding [UK net zero 2050 target](#), but would continue to challenge the aviation industry which was not decarbonising quickly enough, especially in comparison to other sectors. This gap was expected to widen as the other sectors decarbonised. The lack of availability of lower carbon fuels, such as sustainable aviation fuel (SAF) was a contributory factor.

### 3. SESSION 3 – UKACCs INTERNAL BUSINESS (PRIVATE SESSION)

#### 3.1 UKACCs accounts

- It was noted that the financial position was much improved, particularly in comparison to the period coming out of the pandemic. Looking ahead to March 2025 there would

be sufficient funds in reserve, with the resilience of the organisation being significantly improved.

**APPROVED:** the accounts for 2023-24.

### **3.2 UKACCs Chair's report and key issues**

- The period of recovery and growth seen by the airport since the pandemic was welcomed but this had increased pressure on ACCs with a commensurate growth in the impact felt by local communities.
- UKACCs had continued to engage in a wide range of meetings with the DfT, the CAA, and other aviation bodies as far as its resources allowed. Guido Liguori, East Midlands Chair, had been assisting following the death of Frank Evans in the Secretariat, and had recently agreed to take on the role of UKACCs' Policy Advisor.
- In response to questions regarding the representativeness of UKACCs, a map had been drafted which illustrated the population covered by its membership. Whilst it was far reaching covering more than 48 million people based on estimated population figures for 2021 – 2023 across all those local authorities represented on ACCs. It was recognised that there were gaps in coverage which could be filled should airports such as Bournemouth, Newquay, Norwich, and Cardiff decide to join UKACCs. It was planned to map ACCs against airport activity to demonstrate the number of passengers UKACCs covered as well as the estimated economic output of member airports contributing the UK plc.
- UKACCs continued to push the issue of land use planning and noise with the DfT, who were now appreciating its importance. UKACCs' aim was to encourage a government review of the guidance to give developers, local authorities, and airports a robust steer on building developments near airports. This would give confidence that developments met certain agreed standards that would protect residents from significant noise and the effect of overflight
- The Gatwick ACC had referred to UKACCs the issue of compensation to those affected by airspace change, both in terms of loss of value to their homes and mitigation schemes. It was recognised that this was a national issue and that it was incredibly complex. UKACCs had relayed this to the DfT's ANEG suggesting that it was vital that the DfT provide clear, concise, and accessible guidance. This was followed up with a letter and was also raised at the Airspace Modernisation Stakeholder Engagement Group. Again, UKACCs would continue to champion this at meetings.

*There being no further business, the Day 1 sessions closed at 1650*

## **4. SESSION 4**

### **4.1 What's new at the DfT**

- A presentation was received from Huw Jones, DfT.
- The changes in the Ministerial team following the general election were outlined, with Rt. Hon Louise Haigh MP having been appointed Secretary of State for Transport [[Heidi Alexander MP](#) has subsequently been appointed as Secretary of State for Transport] and Mike Kane, the Aviation Minister.
- A new strategic model for the Department had been developed, which included the DfT Strategic Enablers, the Secretary of State Priorities, and the Government's Missions. The Government's top five priorities for transport were not specifically aviation related but were linked:
  - Improving performance on railways
  - Improving bus services
  - Transforming infrastructure to work for the whole country, tackling regional inequality
  - Delivering greener transport
  - Better integrating transport networks
- In terms of aviation, the team had continued to engage with airports over the peak summer period, at a time of record passenger numbers, change, and innovation.
- The areas of key focus going forward included:

- Aviation Safety: the UK State Safety Objectives were governance, regulatory framework, and global impact.
- Aviation Skills: focus would be on the ageing aviation workforce, the difficulties attracting young people to the sector, and the gender inequalities within it.
- Aviation Accessibility Task and Finish Group: this was to be a new expert group led by Baroness Grey-Thompson. Members would include industry representatives, consumer rights advocates, and disability campaigner Sophie Morgan. Their aim would be to make flying accessible to all at every part of the passenger journey.
- Further policies relating to air quality, surface access and aviation resilience were summarised.
- The requirement for airports to install new security scanners was discussed. The deadline had been extended to June 2025, though some had indicated that they may need a further extension. There was yet no timeframe for the change to the 100ml rule, and passenger messaging for Christmas 2024 will continue to be that passengers should prepare for security with liquids in containers up to 100ml in a 1 litre transparent bag. The liquids and aerosols algorithms had been challenged, but certification had now been agreed and airports were working up new ones.
- In relation to airspace modernisation, which had been a manifesto commitment and remained a priority, the joint consultation on the creation of UKADS was currently open and due to close on 17 December 2024. The Manchester region completed a successful design simulation in summer 2024. In the Western Cluster, Bristol has re-started its programme and ACOG is working on agreeing timelines in this cluster. The Scottish airports are awaiting the outcome of the Stage 3 gateway of the CAP1616 airspace change process.
- SAF and decarbonisation had also been a commitment in the manifesto. The SAF mandate requires that at least 10% of aviation fuel mix used should be SAF by 2030 and 22% by 2040 to come into effect from January 2025.
- The outcome of the night flight regime consultation would be published before the end of 2024.
- The impacts of the latest budget on the aviation sector was discussed. These included a reduction in business rates for some retail, leisure, and hospitality, and an increase in APD of £2.00 per passenger on short haul economy flights, and £3.00 per passenger on larger private and business jets.
- Members comments on the presentation were as follows:
  - The significant increase in business rates for airports was of great concern and would result in a reduction in investment in their own infrastructure and the surrounding communities. The example of Birmingham Airport was given, whose business rates next year would be greater than the cost of its staff payroll.
  - The increase in APD would impact on the Belfast airports, as passengers already opted to use Dublin, which had no APD. This would in turn affect the connectivity of Northern Ireland.
  - Parking at airports was not checked for value for money and this contributed to a nationwide problem with parking on local residential streets. The DfT was working with local authorities on PSPOs, as the ultimate responsibility lay with them. Members were advised of the British Parking Association's (BPA) new initiative for meet and greet parking operators and the new parking forum it had set up for its members. The forum gave the opportunity for ACCs to feed in comments about airport parking issues.
- ACTION:** Heathrow's CISHA to share blogs and any other useful CISHA material related to this issue with the UKACCs Secretariat.
- The Government had yet to take a decision on whether the Airports National Policy Statement was to be reviewed. The Government's current position is that it is supportive of airport expansion, as long as it contributes to economic growth and is compatible with strict environmental standards.
- In response to a question, the DfT confirmed that the Government's response to Climate Change Committee report was awaited though this was due to be published imminently.
- A question was raised regarding any plans to amend the UK's air quality standards to bring them in line with the more stringent ones of the WHO.
- ACTION:** DfT to report back to the UKACCs Secretariat to be shared with members.

## 4.2 Government and ACCs

- The DfT advised that Section 35 of the Civil Aviation Act 1982 has not been updated for several years. The legislation outlines which airports or aerodromes are designated for consultative committees, and the list of airports/aerodromes is spread across several Statutory Instruments. The DfT is therefore undertaking a review. There was no plan to change how airports were designated, but the current lists of airports designated were to be looked at to remove any airports that were no longer active and are not in a position to be reactivated, as well as reviewing the requirements for being on the list of designation without removing those that are already designated. The aim was to create a single list that was more accessible to the public.

## 5. SESSIONS 5 & 6 - UKACCs INTERNAL BUSINESS (PRIVATE SESSIONS)

### 5.1 Fit for the Future – What does “Good” look like?

- Those present took part in round table discussions to explore how ACCs can review their ways of working and membership, harness change and add value for member organisations and their airports. Delegates discussed a range of questions on harnessing change, member participation, meeting optimisation and achieving collective actions/influence. It was a productive session with delegates sharing current practices with each other and consideration of where and how improvements could be made.

### 5.2 UKACCs Toolkit for Best Practice

- To support ACCs in their day-to-day work, delegates considered the outline of a draft toolkit to build on the DfT’s Guidelines for Airport Consultative Committees. The intention of the toolkit is to support ACCs and airports in achieving better participation by ACC members, transparency of the ACC’s work, and outcomes from ACC meetings which add value to all those participating and the airport’s management.
- All those present agreed that proposed toolkit would be helpful and could help manage public expectations of the ACC’s role. Delegates were unanimous that the toolkit needed to reflect at the outset that “a one size fits all” approach is not appropriate for ACCs as well as clearly setting out the critical friend, advisory role of an ACC. It is also important that the toolkit is read alongside the DfT Guidelines.
- Several suggested revisions to the draft were put forward for the UKACCs Secretariat to consider, including a new title for the document. The next iteration of the draft would be presented to the UKACCs Working Group to consider.

**ACTION:** UKACCs Secretariat to arrange Working Group meeting to consider next iteration of the draft Toolkit.

## 6. SESSION

### 6.1 UKACCs Indicative Work Programme 2024 -2026

- UKACCs considered an updated Work Programme for the next two years. UKACCs was interested to learn more about the economic and sustainability implications of the Government’s growth agenda to assist ACCs in communicating the benefits and opportunities at the local level. UKACCs also wished to ensure passenger accessibility remained one of UKACCs’ key topics of focus. The revised Indicative Work Programme 2024-26 was agreed.

*There being no further business, the Day 2 sessions closed at 1245*