

COVENTRY AIRPORT CONSULTATIVE COMMITTEE

Minutes of the Meeting held on Tuesday 14 November 2017 at 1600 hours at
Airport House, Coventry Airport

Present:	Mr P Burns MBE (PB)	Chairman
	Mr Ron Walker (RW)	Coventry Airport Tenants and Users Association (Vice Chairman)
	Cllr Ram Lakha (RL)	Coventry City Council
	Mrs Pamela Gainer (PG)	Trade Union Committee
	Mr Alan Yates (AY)	Campaign to protect Rural England
	Cllr Roger Horsfall (RH)	Baginton Parish Council
	Cllr Trevor Wright (TW)	Warwick District Council
In Attendance:		
	Andy Hixon (AH)	Coventry Airport, Operations Accountable Manager
	Richard Pace (RP)	Coventry Airport, Oversight Director
	Paul Brown (PAB)	Coventry Airport, Manager Air Traffic Services
	Tracy Sweeney (TS)	Coventry Airport, Scribe
Absent:	Nil	

1. Welcome and Introductions:

The meeting was declared open at 1600 hours by the Chairman

2. Apologies:

Mr John Astle (JA), Mr Larry Coltman (LC)

3. Declarations of Conflict of Interest:

There were no declarations of conflict of interest raised.

4. Minutes of meeting on 24 August 2017:

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The minutes of the previous meeting were read and accepted.

5. Matters Arising:

RW raised a concern from the meeting held in June that he recalls a conversation stating that the XLR Jet Centre would be marketed and it would always be a jet centre and looking at the business today, the Coventry XLR jet centre is pretty much redundant with the purchase of the Birmingham XLR Jet Centre (previously Marshalls).

RW would like a better understanding of the JLR development and what areas of the airfield are to be affected. **RP** confirmed that he will request a written brief from Richard Seal and send out to all members (to include the electric railway site too).

6. Airport Update:

Paul Brown (PAB) has now commenced his employment with Coventry Airport as the Manager of Air Traffic Services.

- There is no longer a full Air Traffic Control Service.
- Documentation has been submitted to the CAA to become an AFIS (Aerodrome Flight Information Service) unit. We are waiting the approval which is hoping to be given in January 2018.
- The recruitment of staff has proven difficult and so a proposal has been put forward to the CAA to remain as an Air Ground Service Saturday to Monday with FISO Tuesday to Friday for a 3 month period until PAB is certificated and can then train our current Air Ground Operators to FISO's.
- PAB is confident that by Easter we will be a fully operational AFIS 7 days a week.
- The Airport will be open until 8pm every Thursday starting from this Thursday 16th for night flying to take place by prior booking only.

RP confirmed there is a 5 year plan currently being drawn up for the airport. He will disseminate the headlines of the plan once complete and permission for him to do so has been given.

RNAV – OSPREY have been in touch with the CAA. The application can still be submitted on the original plans but there will only be runway 23 available. A new safety case is to be produced as the minimum decision height has been increased to 500ft so this needs to be documented.

DC6 Diner – not open 7 days a week to cater for flying visitors and the public so the airport is looking into providing a better located café which will be user friendly for pilots and the general public.

Fees and Charges are being reviewed to compete with the local GA Airfields with landing and fuel prices. A forecast is to be produced for the reduced fees and predicted business.

7. Any Other Business:

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RW is no longer the chair of the Tenants & Users committee. No new chair has been appointed and he will continue to attend these meetings until he is told otherwise. He has expressed his interest in continuing to attend as vice chair and **PB** would like him to remain but a decision will be made in due course.

XLR business will go into Birmingham. Coventry will have the ability to handle some jet traffic.

Airport House will be let out as there are only 3 airport staff in the building so it makes sense to relocate them to the Control Tower building.

8. Date of Next Meeting:

The next meeting will be held on Monday 19th February at 4pm at Coventry Airport (building to be confirmed).

The meeting was closed by the chairman at 16:41 hours.

Thank you all for your attendance.