

## TRANSPORTATION ADVISORY BOARD

**Date:** Wednesday 10 March 2021      **Venue:** Virtual Meeting  
**Time:** 10.00 a.m.

### AGENDA

1. Apologies for Absence
2. Minutes of the previous meeting held on 9 December 2020 (Pages 3 - 6)
3. Matters arising from the previous minutes (not covered by the agenda items)
4. Questions on Transport Issues (Pages 7 - 9)
5. South Yorkshire Passenger Transport Executive - Update
6. Bus Operators - Update
  - (1) First Group
  - (2) Stagecoach
  - (3) Rotherham Community Transport
7. Railway Operators - Update
8. Doncaster Sheffield Airport - Update (Pages 10 - 24)
9. RMBC Transportation Unit - Updates
  - Parkway Widening Scheme update
  - Cycling Schemes update (Transforming Cities Fund and Active Travel Fund)
  - Roads Planning overview
  - Public Transport Update
  - South Yorkshire Safer Roads Partnership update
10. Any other business
11. Date and time of the next meeting

The next meeting of the Transportation Advisory Board is provisionally scheduled for Wednesday 23 June at 10am.

Venue: TBC

### **Transportation Advisory Board membership: -**

Cabinet Member for Jobs and the Local Economy & Combined Authority Transport Committee Member - Councillor Lelliott (Chair)  
Combined Authority Transport Committee Member, Councillor Williams  
The Leader and the Deputy Leader

One Council Member from each Ward as follows: -

Ward 1 – Jepson	Ward 8 – D. Cutts	Ward 15 - Cowles
Ward 2 – McNeely	Ward 9 – Beaumont	Ward 16 - Cusworth
Ward 3 – Buckley	Ward 10 – Sheppard	Ward 17 - Reeder
Ward 4 – Mallinder	Ward 11 – Walsh	Ward 18 – Whysall
Ward 5 – Andrews	Ward 12 – Fenwick- Green	Ward 19 – Evans
Ward 6 – Pitchley	Ward 13 –	Ward 20 –
Ward 7 – Lelliott	Ward 14 – Russell	Ward 21 – Williams



**Sharon Kemp,  
Chief Executive.**

**TRANSPORTATION ADVISORY BOARD**  
**Wednesday 9 December 2020**

Present:- Councillor Lelliott (in the Chair); Councillors Buckley, Cusworth, Cutts, Cowles, Fenwick-Green, Jepson, Mallinder, McNeely, Reeder, Russell, Sheppard, Walsh and Williams.

**44. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Andrews, Jarvis and Pitchley.

**45. MINUTES OF THE PREVIOUS MEETING HELD ON 23 SEPTEMBER 2020**

Consideration was given to the minutes of the previous meeting of the Transportation Advisory Board held on 23 September, 2020.

**Agreed:** - That the minutes of the previous meeting be approved as a true record with the addition of apologies from Councillor Russell.

**46. MATTERS ARISING FROM THE PREVIOUS MINUTES (NOT COVERED BY THE AGENDA ITEMS)**

The Chair confirmed that she would look into the Rotherham MBC substitute arrangements for the Doncaster Sheffield Airport Consultative Committee.

**47. QUESTIONS ON TRANSPORT ISSUES**

The Transportation Advisory Board noted the details of questions on transport matters and the answers that had been provided. The Board welcomed the news regarding the removal of pacer trains from the Northern Rail fleet.

**48. SOUTH YORKSHIRE PASSENGER TRANSPORT EXECUTIVE – UPDATE**

Nathan Broadhead of the South Yorkshire Passenger Transport Executive (SYPTTE) attended the meeting to provide an update on public transport services and developments in the Borough. It was reported that the bus network service was nearly at 100% whilst offering a slightly different service due to COVID-19. Bus capacity was however limited by government guidance and bus services within the Borough had adopted a “no-standing” rule. There were no issues with the school bus services; additional buses had been added to take into account reduced capacity. Additional funding had also been secured to allow a new school bus service. It was expected that when COVID-19 restrictions were removed, the patronage of the bus service would not return to pre-COVID-19 levels but would be around 70-80% of that figure.

There was also positive news on the proposal for a new train station at Waverley as part of the reversing of the Beeching cuts. Discussions would be held with the Department For Transport in the new year.

**Agreed:** - That the update be noted.

#### 49. BUS OPERATORS – UPDATE

Paul Hopkinson from First Group gave an update on their operations. Business was continuing as usual with the school and commuter networks stable. No major changes were forecasted with minor changes to the timetable taking place over Christmas week.

John Young from Stagecoach gave an update on their operations. Services had been running at almost 100% since September 2020. Passenger numbers were at 53% of normal capacity but this was an increase from the recent lockdown period when passenger numbers were around 38% of normal capacity. Mr Young explained that further financial support from Government was required whilst capacity numbers were capped. There had been very few issues with adherence to the facemask rules but British Transport Police were helpful in dealing with any issues that arose. New cleaning practices had been brought in and it was expected that these practices would continue once the pandemic was over.

The Board wished to place on record their thanks to public transport employees for their continued work throughout the pandemic. Councillor Cusworth specifically thanked Mr Young for working with Mr John Heeley on bus services within her ward.

Nathan Broadhead gave an update on Rotherham Community Transport. This service was continuing but in a limited way. The service was now on a one to one basis; there were no group services. The vehicles used were thoroughly cleaned between each use.

**Agreed:** - That the update be noted.

#### 50. RAILWAY OPERATORS – UPDATE

Richard Isaac from Northern Rail provided an update on the railway. There had been no major incidents on Northern Rail trains and the service had been operating at a good level. There had been a good level of compliance with the mask wearing rules. Mr Isaac shared the FAQ's on Northern Rail's cleaning policy and the new scooter policy. Both of these documents are appended to the Minutes.

Some employees of Northern Rail had to self-isolate after being contacted by the COVID-19 track and trace system. However that was not having a detrimental impact on the provision of front line services. The "back office" was being run on a rota system with home working provisions in place.

Mr Isaac thanked the Friends of Swinton Station for featuring in a Northern Rail promotional film. It was **agreed** that this film would be shared with the Board. Mr Isaac also confirmed that he would attend as many Board meetings as possible and would be the key contact for Members at Northern Rail going forward.

**Agreed:** - That the update be noted.

**51. DONCASTER SHEFFIELD AIRPORT – UPDATE**

The Minutes of the meetings of the Doncaster Sheffield Airport Consultative Committee were noted. The Chair confirmed that she would answer any additional questions on those minutes by email.

**Agreed:** - That the update be noted.

**52. RMBC TRANSPORTATION UNIT – UPDATES**

Andrew Moss, Interim Head of Transport Infrastructure, attended the meeting to provide a progress report and make a presentation on:

- Emergency Active Travel Fund - Update on the Broom Corridor Tranche 2 bid.
- Transforming Cities Fund - Update on priority projects.
- Rotherham Midland Mainline Station - Update
- Clean Air Zone – Update

The Interim Head of Transport Infrastructure advised that a consultation and engagement plan was required to secure £1.5m of funding for the Tranche 2 project on Broom Road. Discussions were ongoing about extending the scheme late into 2021 and into 2022. Mr Moss also gave an update on the Cycleways throughout the Borough. Around 75km of road and 75km of off-road routes had been identified during a survey. More cycleways had been identified as part of the year ahead plan.

With regard to the Transforming Cities Fund, Mr Moss gave an update on the projects at Templeborough; Ickles; Manvers Cycleway; Maltby Bus Corridor; Doncaster Road Cycleway and the Parkgate schemes.

In relation to the Rotherham Midland Mainline Update, the Board and Mr Moss welcomed the news about the Waverley Station proposals. Mr Moss explained the process of going through the Government Gateway system to secure funding. This included the production of Business Cases that could cost up to £1m to develop. Work was ongoing to discuss further upgrades to the Rotherham Midland Mainline included the possibility of a station on the Parkgate area and a possible link with the tram network.

The fourth update was on the Clean Air Zone. There were no plans to introduce a charging scheme for the Clean Air Zone in Rotherham. Funding had been secured for three schemes that were being discussed with Government. A further update on the schemes was expected in March 2021.

**Agreed:**

- That the update be noted.

- That discussions take place regarding a one item agenda meeting on the Rail Strategy.
- That the Chair and Andrew Moss discuss the option of holding more all Member seminars on important transport updates.

**53. ANY OTHER BUSINESS**

There was no other business.

**54. DATE OF THE NEXT MEETING**

The next meeting of the Board would be 10 March 2021.

**Questions from Members on Transport issues**

1. Have there been any proactive exercises done by staff other than drivers on public transport regarding the wearing of face coverings across the network, other than the signs on transport and in interchanges?

**Councillor Sheppard****Response**

*The safety and wellbeing of public transport customers and staff is our priority and we are following Government guidelines to protect everyone using and working within our interchanges. South Yorkshire Passenger Transport Executive (SYPTE) has worked hard with local partners to inform and educate the travelling public of the requirement to wear a face covering whilst on board or in our interchanges. Compliance by customers in following the rules around face coverings is generally very good at well over 90% across the network.*

*Staff at our interchanges are actively encouraging the use of face coverings, and drivers are instructed to politely remind customers that they should wear a face covering onboard. However, neither our interchange staff nor bus drivers have enforcement powers as, under the current Government guidance, these are limited to police officers. Our aim is to achieve high rates of compliance and we need everyone to play their part so those who need to can travel safely.*

*It is the responsibility of individuals to comply with the law and SYPTE and operators are liaising with the local police where necessary to use their powers of enforcement. SYPTE has requested South Yorkshire Police to supply a presence in interchanges to engage with customers not wearing face coverings, when necessary.*

*There are some circumstances where people may not be able to wear a face covering and we need to be mindful and respectful of such circumstances, and that the reasons for this may not be visible to others. Guidance states that those who have an age, health or disability reason for not wearing a face covering should not be routinely asked to give any written evidence of this, this includes exemption cards.*

*We encourage people to help control the spread of Coronavirus (COVID-19), to travel safely and remind them of the need to wear a face covering while using the public transport network, unless they are exempt. We continue to display clear signage and posters and make regular audio announcements, advising customers of the requirement to wear a face covering, maintain social distancing and wash or sanitise their hands regularly.*

*Whilst we appreciate that this is not a perfect arrangement in terms of enforcement, we are fulfilling our obligations based on the current guidelines in place, and compliance by customers is generally very good. Our Customer*

*Service Managers are closely monitoring the situation and liaise with local Police where this is necessary to supply a presence in interchanges and engage with customers not wearing face coverings.*

*We have also used Journey Makers - volunteers who support our customers, although this scheme ended in November last year. As they were volunteers, attendance was sporadic, and they were generally present in our interchanges at Sheffield, Rotherham and Meadowhall for a few hours on a Thursday or Friday afternoon. They also had a presence at Sheffield train station.*

*There were two volunteers for each session, who wore High Visibility jackets and face coverings, and each volunteer:*

- *Welcomed passengers to the station*
- *Supported passenger flow in and out of the interchange/station*
- *Encouraged passengers to use face coverings (in line with government advice)*
- *Provided clear and concise verbal instructions to people using the facility*
- *Reassured passengers and answer questions*

*They received extensive training through Volunteering Matters, the charity who organise the Journey Makers, before they were assigned to us. We asked volunteers to carry out a role to inform/remind members of the public of the requirement to wear a face covering inside the interchange.*

*Please be assured we will continue to work with stakeholders to address and issues.*

**Nathan Broadhead, SYPTE**

*The Northern Trains Ltd response to COVID 19 and what it means for our customers is best accessed through our website and the FAQ's. Face coverings are specifically mentioned here. <https://help.northernrailway.co.uk/hc/en-gb/articles/360009443178>*

**Richard Issac Northern Railway**

2. What discussions have been held, if any, with government and/or the City Region Mayor in respect of how public transport emerges from the pandemic in a viable form?

**Councillor Sheppard**

**Response**

*We continue to work with the Department for Transport, Urban Transport Group, Transport for the North and central government on the plans out of*



*Covid for public transport. Some of this will influence local policy, such as the Bus Review, and key documentation, policy and action plans will be driven by nationally policy such as the National Bus Strategy that is due for release in early March.*

**Nathan Broadhead, SYPTE**

*Northern hold bi-weekly meeting for our Local Authority Stakeholders and have done throughout the pandemic. SYPTE attend those meetings. The agenda covers our response to the pandemic and how we emerge from the various lockdowns. Our timetable changes, response to schools returning in Sept 2020 and now March 8<sup>th</sup> have featured largely in these discussions. We also look ahead and discuss how we may respond to the rail markets when customers are encouraged to return to public transport.*

**Richard Issac Northern Railway**

3. In the event of a lack of sufficient government assistance for public transport, how can we protect our least viable services in the region?

**Councillor Sheppard**

**Response**

*Until more is known in terms of what legislation will be available and any funding linked to this, services will continue to be funded as they are now. If patronage does not return to pre-covid levels and financial support for services is reduced, then pressure on the tendered services budget spent by SYPTE will increase. Priority for funding of bus services is already set out in the Tendered Services Criteria Model which will help prioritise the funding, but where funding requirements exceed the available budget, some services may unfortunately be lost.*

*There are too many unknowns at this stage to understand what a post-covid bus network may look like and any financial pressures this may bring.*

**Nathan Broadhead, SYPTE**

4. Given the recent planning approval for an extension of Leeds/Bradford airport, what effect if any could be seen to services currently using Doncaster Airport?

**Councillor Sheppard**

**Response**

*To follow*



## Consultative Committee

### DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

#### ANNUAL GENERAL MEETING

#### 28 JANUARY 2021 – VIRTUAL MEETING

PRESENT: Alan Tolhurst OBE (Chair)  
 A Bosmans (FODSA), G Finch (Peel Land and Property & Doncaster Sheffield Airport), Councillor M Greenhalgh (Doncaster MBC), C Hall (Doncaster MBC), Councillor R A Jones (Substitute for Doncaster MBC), Councillor D Lelliott (Rotherham MBC), Councillor J Milne (West Lindsey District Council), Councillor B Mordue (Doncaster MBC), County Councillor C Pearson (North Yorkshire County Council), Councillor C Perraton-Williams (Lincolnshire County Council), Councillor D Pidwell (Bassetlaw District Council), A Platts (Doncaster Chamber), Councillor C Rosling-Josephs (Sheffield City Council), A Shirt (Committee Secretary), K Stow (Doncaster Sheffield Airport) and Councillor T Taylor (Nottinghamshire County Council)

Guest: P Kennan (SCR LEP Board Private Sector Board Member)

Noise Monitoring & Environmental Sub-Committee representatives:-  
 Town Councillor A Cropley (Bawtry Town Council),  
 Parish Councillor N McCarron (Blaxton Parish Council) and  
 Parish Councillor J Worthington (Cantley with Branton Parish Council)

Apologies were received from: S Boote (Doncaster Sheffield Airport), Councillor S Cox (Doncaster MBC), J Dyer (Doncaster Chamber) and Councillor R Franklin (Barnsley MBC)

#### 1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

The Chair welcomed Members to the fifteenth Annual General Meeting of Doncaster Sheffield Airport Consultative Committee.

An extended welcome went to Peter Kennan, SCR LEP Private Sector Board Member (Transport & Environment) to the meeting.

Apologies for absence were noted as above.

#### 2 MINUTES OF THE AIRPORT CONSULTATIVE COMMITTEE ANNUAL GENERAL MEETING HELD ON 30TH JANUARY 2020

RESOLVED – That the minutes of the Annual General Meeting held on 30<sup>th</sup> January 2020 be agreed as a correct record.

3 MATTERS ARISING

There were no matters arising from the Annual General Meeting held on 30<sup>th</sup> January 2020.

4 CHAIRMAN'S ANNUAL REPORT

The Chair introduced his Annual Report, stating that, 2020 was like no other year before, with working from home, virtual meetings, social distancing, and other changes to ways of life. Then there was the confused messaging from Government, not least that on quarantining and test and trace.

Divergent messages from different parts of Government backed by hastily approved restrictions and laws made many in the industry feel let down by Government, even though Ministers said they were committed to careful and balanced plans to bolster travel.

And now we are in another lockdown. So, I suppose I need only say “pandemic” and that’s the year in a nutshell.

Obviously, the challenge facing the Government is one nobody would wish upon themselves. Imposing restrictions is an agonisingly hard decision to have to take; but the challenge for businesses like DSA is not made easier for knowing that.

In the absence of a national strategy, the aviation industry has had to do their best in coping with the consequences of Covid 19 and make best guesses on what the future might be. Even the Government’s Global Travel Taskforce review, although welcome, produced more questions than answers.

The consensus is that the future will not look like the past and it’s unlikely that travel activity will get back to 2019 levels until 2024 at the earliest. The Committee would be looking at some scenarios in the Ordinary ACC meeting.

Some think there will be significant pent-up demand for travel as households look for opportunities to spend the estimated £100bn they have saved since March last year.

But, it’s unlikely that the way ahead will become clearer until vaccination programmes internationally have had a real impact in controlling the virus.

Many think the pandemic will lead to a smaller aviation sector: it could easily be a case of survival of the fittest. In fact, in 2020 over 70 airlines globally went to the wall while others are just hanging on, witness the news a week or so ago about Norwegian Air.

However, some have seen the pandemic as an opportunity, with several new strategies being developed.

For example, late last year wide bodied jets were being retired earlier than expected with an increasing emphasis on developing fleets of smaller, more fuel-efficient commercial aircraft, probably with single aisles.

Pressure was building on development of new aviation fuels, on commercial electric-powered aircraft: even hydrogen-powered aircraft are now being researched as the sustainable agenda gains further attention.

In particular, noise and its impact on health is being addressed more vigorously, not just noise linked to aviation but to all other forms of transport. We've all got used to a quieter world.

After more than a year of people trying to avoid meeting in close contact, will seat occupancy rates have to be reduced with an inevitable impact on operating costs and margins? Will non-profitable routes still be available as sector activity steps up? What about business and first-class sections, will these still be affordable?

Changes will probably incur extra costs and we could see the end, or at least a reduction, of cheap flights.

That said, Aviation is a key element in economic recovery and the government cannot afford not to support the industry. For example, continuation of business rate relief, fresh financial support and cash for testing would help.

Last year, some passengers whose flights were cancelled for legitimate reasons had their tickets refunded but many customers of well-known airlines have yet to receive compensation.

Companies like Wizzair did act honourably and most claimed refunds were received within five days. Wizzair also designated DSA as a second UK base with plans to operate flights towards the end of the year. Tui also planned a restart as restrictions on international travel allowed.

For its part, the ACC wrote to the Mayor of Sheffield City Region stressing the key part played by DSA in regeneration and seeking local leaders' support in presenting the airport's case more strongly to government.

The ACC had received no reply to the letter, not even a mere acknowledgment. The Chair could only conclude that, the City Region officers are unaware of the Committee's independence and that no reply reflects the disdain with which the airport's case is held.

In December, Andrew Shirt and I attended a virtual meeting of UKACCs. It was noted that all airports were badly affected and several airlines and airports had needed to let staff go.

The meeting also welcomed the Union Connectivity Review which was circulated last year for consultation. A UKACCs letter was subsequently sent to DFT recording the members' views and a copy is in the next meeting agenda.

The ICCAN report on Best Practice Engagement Between Airports and Communities generated much debate.

Members were opposed to the suggestion that separate local noise monitoring groups should be set up, as nearly all ACCs consider noise and health, but do so separately from their main agendas.

Finally, Members felt that the independent role of Consultative Committees should be maintained and that Committees should focus more on the impact the sector has on the economy as part of the building back better agenda rather than on passenger services and environmental issues.

Having said earlier that, perhaps 2020 could be summed up in a word, I have gone on at some length, and I haven't even mentioned Brexit or the return of Boeing 737 MAXs to service!

On behalf of the Committee, the Chair congratulated Chris Harcombe and Kate Stow on their promotions and wished them the very best of good fortune in their new expanded roles.

Members joined the Chair by thanking Andrew Shirt, once again, for keeping the Committee so well informed on developments and for producing such professional Minutes which give coherence to Members' ramblings.

Finally, the Chair thanked all ACC Members, for their contributions throughout the year. He added that the virtual meetings did seem to have worked well, but maybe, just maybe, he hoped to see a return to the normal pattern later this year.

On behalf of the Airport, K Stow thanked A Tolhurst and Members for their continued support.

Referring to the letter issued to the Mayor of Sheffield City Region, Members' expressed their disappointment that no reply had been received to date.

To provide a link between the Airport, ACC and Sheffield City Region LEP and Mayoral Combined Authority, Members' agreed that representatives from the Sheffield City Region LEP and Mayoral Combined Authority be invited to attend future meetings of the ACC. **ACTION: A Tolhurst / A Shirt**

On behalf of the Mayor, P Kennan apologised for the delay and said that he had previously followed this issue up with the Mayor's office and would do so again.

RESOLVED – That the Chairman's Annual Report be noted.

5 ANNUAL MEMBERSHIP UPDATE

A report of the Committee Secretary was presented setting out the current membership of the Airport Consultative Committee and the Noise Monitoring and Environmental Sub-Committee.

It was highlighted that the nominated substitute Member for Auckley Parish Council had now stepped-down; the Committee Secretary would be notified of a replacement in due course.

RESOLVED – That the Committee notes the current membership of the Airport Consultative Committee and Noise Monitoring and Environmental Sub-Committee.

6 SCHEDULE OF MEETINGS 2021

RESOLVED – That the following schedule of meetings be agreed:-

Airport Consultative Committee

Thursday 28 January 2021 (AGM and Ordinary)  
Thursday 15 April 2021  
Thursday 15 July 2021  
Thursday 14 October 2021

Noise Monitoring and Environmental Sub-Committee

Thursday 25 March 2021  
Thursday 24 June 2021  
Thursday 23 September 2021  
Thursday 9 December 2021

All meetings will commence at 10:00 am, and Members notified of the meeting arrangements in advance of the meeting.

CHAIR



## **Consultative Committee**

### **DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE**

#### **ORDINARY MEETING – HELD VIRTUALLY**

**28 JANUARY 2021**

PRESENT: Alan Tolhurst OBE (Chair)  
A Bosmans (FODSA), G Finch (Peel Land and Property & Doncaster Sheffield Airport), Councillor M Greenhalgh (Doncaster MBC), C Hall (Doncaster MBC), Councillor R A Jones (Substitute for Doncaster MBC), Councillor D Lelliott (Rotherham MBC), Councillor J Milne (West Lindsey District Council), Councillor B Mordue (Doncaster MBC), County Councillor C Pearson (North Yorkshire County Council), Councillor C Perraton-Williams (Lincolnshire County Council), Councillor D Pidwell (Bassetlaw District Council), A Platts (Doncaster Chamber), Councillor C Rosling-Josephs (Sheffield City Council), A Shirt (Committee Secretary), K Stow (Doncaster Sheffield Airport) and Councillor T Taylor (Nottinghamshire County Council)

Guest: P Kennan (SCR LEP, Private Sector Board Member)

Noise Monitoring & Environmental Sub-Committee representatives:-  
Town Councillor A Cropley (Bawtry Town Council),  
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Apologies were received from: S Boote (Doncaster Sheffield Airport),  
Councillor S Cox (Doncaster MBC), J Dyer (Doncaster Chamber) and  
Councillor R Franklin (Barnsley MBC)

#### 1 **WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE**

A Tolhurst welcomed everyone to the Ordinary meeting of the Airport Consultative Committee (ACC).

Apologies for absence were noted as above.

#### 2 **ANNOUNCEMENTS**

There were no announcements.

#### 3 **MINUTES OF THE MEETING HELD ON 15TH OCTOBER 2020**

RESOLVED – That the minutes of the Airport Consultative Committee held on 15<sup>th</sup> October 2020 be agreed as a correct record.



4 MATTERS ARISING

i) Presentation by Genecon

Following discussion, the Committee agreed that a presentation from Genecon representatives focusing upon the delivery of the economic output of the airport should be arranged when the Committee could meet face-to-face.

ii) Freeport Bid

K Stow reported that a joint DSA and iPort bid for Freeport status would be submitted to Government shortly; further details would be presented in the Airport Activities update.

5 MEMBERSHIP UPDATE

Members noted that Nottinghamshire County Council had appointed County Councillor Tracey Taylor to the ACC (in place of County Councillor Andrew Brown).

6 UPDATE PRESENTATION TO THE ACC FROM PETER KENNAN, SCR LEP PRIVATE SECTOR BOARD MEMBER (TRANSPORT & ENVIRONMENT)

A Tolhurst welcomed Peter Kennan to the meeting and explained the purpose of the ACC.

K Stow added that Peter had been involved with the DSA for a number of years by chairing the Airport Partnership Delivery Board, who's role was to examine the economic opportunity of the airport working with the region to unlock the economic opportunity. Furthermore, Peter acts as a voice within the Sheffield City Region as an ambassador and champion for the airport.

The Committee received a presentation from Peter Kennan in relation to the Sheffield City Region Local Enterprise Partnership's involvement with DSA.

The presentation provided details on:-

- The various roles undertaken by P Kennan.
- An overview of the public/private DSA Partnership Delivery Board which pulls together partners from across the SCR, local authorities, business representatives and representatives from DSA and the Peel Group. The Board discusses and prioritises key matters needing attention.
- The receipt of two loans from the SCR LEP had been made to DSA – one for the south end car park and the other for a terminal expansion to increase the number of gates and to further improve the arrivals and security experience.
- The Sheffield City Region vision from the new Strategic economic Plan with overarching policy objectives to:

- Growing the economy for all.
  - Ensuring that everyone has an opportunity to contribute to benefit from economic growth.
  - Driving low carbon opportunities within the economy and delivering zero omissions.
  - Growth, Inclusivity and Sustainability.
- The key role of innovation as set out in the Strategic Economic Plan.
  - DSA's role in delivering the Strategic Economic Plan.
  - The joint DSA and iPort bid for Freeport status, including details of the Government's objectives for Freeport's.
  - An update on the DSA rail link scheme and details of the work ongoing with total determination to deliver the scheme.

P Kennan provided assurances to the Committee that he continued to highlight the importance of DSA to the Mayor and officers of the MCA.

Furthermore, he was also focused on obtaining practical and financial help for DSA. He said that it was important for representatives of DSA and Peel to continue to trust the LEP as a partner and engage with it on all formal matters.

On behalf of all Members, A Tolhurst said that they did not underestimate the challenges of all local authorities, nationally and locally in the current economic climate. It would be remiss of the Committee not to keep pressing DSA's case for a rail link scheme.

In relation to the rail link scheme, K Stow highlighted that the scheme was very important, not just for the airport, but for the whole region in terms of its economic value and jobs creation.

A Bosmans asked how much progress had made with developing the revised plan for the rail link scheme.

K Stow replied that the plan still remained to deliver an East Coast Mainline link and a spur off the Lincoln line. Work was currently taking place to re-model and redefine the business case for the scheme.

In addition, Nick Fletcher MP had met with Chris Heaton-Harris MP in December 2020, to ask him to reconsider the Rail Network Enhancement Pipeline (RNEP) proposal.

Members discussed the current financial support which had been received from the Peel Group, Doncaster MBC and the SCR LEP to progress the business case.

A Tolhurst asked Councillor Rosling-Josephs for Sheffield City Council's view on Gateway East.

In response, Councillor Rosling-Josephs said that it was positive; there was support from the Council, as they wished to have connectivity from the centre of Sheffield to the airport. It was felt that officer support for the scheme could be improved.

Furthermore, Sheffield City Council Members' had recently elected a new Leader (Councillor Bob Johnson) who's previous portfolio was transport. He suggested that an invite be issued to Councillor Julie Grocutt (new Cabinet Member for Transport) to allow her to observe the next Committee meeting.

Following discussion it was suggested that all local authority officers needed to be updated on the key projects DSA was currently engaged in.

K Stow and G Finch offered to provide a presentation to local authority officers on the key projects DSA was currently undertaking to stimulate growth within the region and to enable the airport to become a catalyst for jobs creation.

It was agreed that a copy of P Kennan's presentation would be appended to the minutes. **ACTION: A Shirt**

On behalf of the Committee, A Tolhurst thanked P Kennan for an interesting and informative presentation.

RESOLVED – That the Committee noted the presentation.

7 CIVIL AVIATION AUTHORITY'S CAP1978: AIRPORT ACCESSIBILITY REPORT 2019/2020 (PUBLISHED ON 3RD DECEMBER 2020)

The Committee noted the contents of the UK Civil Aviation Authority's (CAA) Airport Accessibility Report 2019/20.

The fifth annual review of accessibility at UK airports, reports 4 million passengers had requested assistance at 31 airports during the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020, up from 3.7 million the previous year. The Airport Accessibility Reports are traditionally published in the summer months and had been delayed due to the Covid-19 pandemic.

The report showed that 15 airports had been classified as 'very good', with a further 13 classified as 'good'. Three airports had been listed as requiring improvements.

Members were pleased to note that DSA had received its third consecutive 'Very Good' rating for its assisted passenger service.

K Stow added that the Terminal project works had some features within it to enhance DSA's service for passengers with reduced mobility. This included the introduction of a lift into one of the gate bridges.

RESOLVED – That the Committee noted the contents of the CAA's CAP1978: Airport Accessibility Report 2019/20.

8 EUROCONTROL FIVE-YEAR FORECAST 2020-24

The Committee noted the contents of a EUROCONTROL presentation which set out a new five-year forecast looking at the possible evolution of air traffic in Europe for 2020-2024.

Members noted that the traffic outlook for the future has been strongly impacted by Covid-19.

The forecast was based on three possible headline scenarios:

- Scenario 1 – Vaccine Summer 2021: Vaccine widely made available for travellers (or end of pandemic) by Summer 2021, with traffic only returning to 2019 levels by 2024.
- Scenario 2 – Vaccine Summer 2022: Vaccine widely made available for travellers (or end of pandemic) by Summer 2022, with traffic only returning to 2019 levels by 2026.
- Scenario 3 – Vaccine not effective: Lingering infection and low passenger confidence, with traffic only returning to 2019 levels by 2029.

K Stow said that recovery for the sector would be a lengthy process, which would be segmented into business class travellers, leisure travellers, long haul travellers and European travellers.

From the airport's forecasting, the return to 2019 levels by 2024 was considered to very ambitious. The leisure and charter sector would recover more strongly after the pandemic.

RESOLVED – That the Committee noted the contents of the presentation.

9 UKACCS RESPONSE TO THE UNION CONNECTIVITY REVIEW - CALL FOR EVIDENCE (FOR INFORMATION ONLY)

The Committee noted the initial views of the UKACCs Liaison Group following the DfT's Call for Evidence on the Union Connectivity Review.

RESOLVED – That the Committee notes the initial views provided by the UKACCs Liaison Group on the Union Connectivity Review – Call for Evidence.

10 AIRPORT ACTIVITIES UPDATE REPORT

K Stow provided the Committee with a verbal update on airport activities.

The following key business updates were noted:

- Based on recent Government restrictions, there was currently no air traffic at DSA. Prior to Christmas, DSA had little cause for optimism in relation to recovery of the sector. As the 3<sup>rd</sup> lockdown developed it became clear it was not as the airport anticipated it might be.

- With regards to DSA's airline partners, Wizzair had confirmed that they would recommence operations as soon as restrictions are lifted. Wizzair would have a two base operation, with a significant non-base presence at DSA.
- During December 2020, Wizzair had received a large number of advance bookings for their leisure services throughout Summer 2021 from DSA. The leisure services had proven to be very popular with passengers and had outturn performed sales bookings at Luton Airport.
- TUI had the full intention of returning to growth at DSA.
- It was highlighted that the current pause in operations did mean that once operations re-commenced, pilots would need time in the air to maintain their flying hours. In order to deliver this, DSA expected training flights to emerge very quickly. The Committee would be kept informed of any future bookings outside of the current voluntary training flight restrictions.
- In relation to the outlook and funding for the recovery, DSA was currently awaiting confirmation from Government with regards to a package of support of up to £8m.

The Aviation Minister had confirmed that details would be provided by 29<sup>th</sup> January in relation to rates relief. There was a possibility of DSA receiving rates relief for 2020 of up to £1.2m. Work was taking place with Doncaster MBC colleagues to understand the process.

Beyond this, support for the sector was within the current Furlough Scheme, which was expected to terminate in April 2021.

- DSA had protected jobs at the airport to present date, by maintaining employment. It was confirmed that there had been no redundancies at DSA. Several staff had been placed on the Furlough Scheme due the reduction in work.

A Tolhurst wished to congratulate Peel Airports for all its efforts to ensure that there had been no significant redundancies throughout the pandemic.

- Chris Harcombe had recently been promoted to Managing Director and Kate Stow promoted to Director of Aviation Development and Corporate Affairs.
- Two new recruits would commence shortly in the Aviation Development Team, namely, Declan McGuire, who would join DSA as the Head of Aviation Development on 8<sup>th</sup> February. Tom Spencer would join DSA as a Graduate undertaking aviation analysis on 1<sup>st</sup> February.
- There was a strong intent to commence recruitment to other key roles within the operational area which currently remain vacant. One of which was for the Environmental role, with recruitment scheduled to commence prior to the end of March 2021.

- Research had stated that, the appetite to travel once people had received their Coronavirus vaccines, was stronger than it had ever been. TUI had issued news prior to Christmas, stating that, multi-generational parties of travellers was growing, and they had seen an unexpected rise in holiday bookings from the over-50s.
- Budgeting for passenger numbers in the year ahead was very difficult for DSA due to the current restrictions and guidance changing on a daily basis. The airport currently anticipated a 40% passenger volume, from April 2021 onwards, which was considered to be optimistic and currently expected across the aviation industry.
- Peel Airports continued to invest and support DSA. DSA was currently in the fortunate position of not holding debit liabilities.
- The year-ahead would be very difficult for all airports, including DSA.
- Following discussion at the December meeting, unfortunately, both DSA's and the iPort's submission to the Port Infrastructure Fund (PIF), had been unsuccessful.
- Investment of circa £100k had been invested across four partners on the business case development for the Freeport bid, which would be submitted to Government on 5<sup>th</sup> February 2021.

The bid would then be reviewed by Government and an announcement expected in eight weeks' time.

A briefing had been delivered to MPs on the Freeport bid and the package of incentives to boost jobs creation and business, which had been very well received.

- DSA had received a loan of £5m from the Sheffield City Region Mayoral Combined Authority for terminal development work to support the growth of Wizzair and its two based aircraft at DSA.

DSA were currently in the process of developing a slightly smaller scheme than the proposed £5m scheme to circa. £2m initially, for the first phase of works. The first phase work included installation of two new gate bridges at the northern-end of the terminal building, introduction of self-serve bag drop technology in the check-in area and enhancements to the food and beverage offering at the airport.

The next phase of work would include the full re-location of the central search area and potentially a new walk-through World Duty Free shop.

If any Members' wished to view the new floor layouts, the airport would be happy to share these in a future agenda pack.

- A copy of the GatewayEast Economic Blueprint document would be circulated to Members' after today's meeting in advance of the presentation from Genecon.  
**ACTION: K Stow via A Shirt.**
- Doncaster MBC's Local Plan had recently gone through an examination process with the Planning Inspectorate during October to December 2020.

Doncaster MBC was currently awaiting any further interim comments from the Planning Inspector. Following receipt of any further comments, the Local Plan would be amended and submitted to Doncaster MBC's full Council prior to proceeding to formal consultation.

The Inspectors report was expected to be received later in the year. Adoption of the Local Plan was expected towards the end of the year, all of which would be positive for both the airport and for GatewayEast.

RESOLVED – That the Committee noted the updates provided.

## 11 COMMUNITY INVESTMENT FUND

A Tolhurst reported that the Community Investment Fund guidance and criteria document had been re-written and a new draft of the document submitted to airport colleagues for consideration.

An overview of the revised draft guidance was presented and noted as follows:

Bids for support from the Community Investment Fund are to be submitted at the beginning of each year between the months of January to March.

The bids would then be considered by the Airport Consultative Committee in April. The comments of the Airport Consultative Committee would then be passed to the airport for a decision to be taken by the airport to provide financial support. The funds would then be made available to recognised accounts (not to individuals) in July.

K Stow added that the revised process would allow the Committee to analysis all applications together, rather than on an ad-hoc basis, where it was difficult for Members to compare and contrast. Work was currently being undertaken on the budgeting process to ensure that funding was available.

It was agreed that the revised guidance document would be circulated to Members once finalised.

K Stow reported that the airport had recently confirmed Community Investment funding to Wadworth Parish Council for its Maypole project.

On behalf of Wadworth Parish Council, Councillor Greenhalgh thanked the airport for considering and agreeing to fund the Maypole project.

Following a meeting with Auckley Parish Council regarding the play area in Auckley, the airport had now allocated funding for the official opening of the play area in Auckley.

RESOLVED – That the Committee noted the update.

12 DRAFT MINUTES OF THE NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 3RD DECEMBER 2020

RESOLVED – That the draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 15th October 2020 be noted.

13 ANY OTHER BUSINESS

i) Email Re: Vehicles Parking in Blaxton Village to observe flights from DSA

Parish Councillor McCarron referred to an email she had sent to the airport on 29<sup>th</sup> December 2020, in relation to vehicles parking in Blaxton village to observe flights from DSA. She asked if a progress update could be provided.

In response, K Stow said that there was nothing to suggest why individuals would be parking their vehicles in Blaxton village on the day in question.

Discussions had taken place with the company Tetron to understand if there had been any changes implemented on Old Bawtry Road. The company had confirmed that no changes had taken place. Therefore, it was difficult for the airport to understand why individuals had parked in Blaxton village to view flights.

Parish Councillor McCarron said that Tetron had placed blocks on Old Bawtry Road in an attempt to stop individuals viewing flights.

Members were asked to send any images of the blocks placed on Old Bawtry Road to K Stow. This would allow Peel Land and Property to investigate further.

ii) Broken Perimeter Fencing, Station Road, Blaxton

Parish Councillor McCarron asked if there had been any progress in repairing the broken fencing on Station Road, Blaxton, which she believed was owned by the airport.

K Stow replied that the airport's Operations Team had investigated the issue. The fence concerned was not actually the airport's perimeter fence.

Following discussion, K Stow said that she would arrange for K Moran to contact Parish Councillor McCarron with a view to making arrangements to visit the site.

**ACTION: K Stow via K Moran.**

iii) Flooding on First Avenue

Councillor Jones asked if a progress update could be provided in relation to flood mitigation measures for First Avenue.



In response, G Finch said that the Property Manager for the airport and GatewayEast was currently in the process of awaiting external advice to offer a solution to the flooding experienced on First Avenue.

On behalf of the airport, G Finch apologised for the delay and provided assurances to the Committee that the issue was being progressed.

iv) Planning Application for Central Plaza

Councillor Jones made the Committee aware that Peel Investments had recently submitted a planning application to Doncaster MBC for the development of a Central Plaza in Auckley, Doncaster.

He asked if there would be any formal or informal consultation undertaken by Peel / DSA with local residents on the proposals.

K Stow said that the application would be determined by Doncaster MBC. If Councillor Jones felt that it would be appropriate for consultation to be undertaken, then this should be raised with Doncaster MBC's Planning Department.

On a separate issue, Councillor Jones said that there was increased traffic pollution in the Doncaster areas as a direct result of freight being transported from DSA.

In response, K Stow said that the airport was currently developing a Sustainable Growth Road Map in consultation with Doncaster MBC's Climate Commission on a series of outcomes and requirements from the airport.

14 DATE AND TIME OF NEXT MEETING - THURSDAY 15TH APRIL 2021 AT 10:00 AM

RESOLVED – That the next meeting of the ACC be held on Thursday 15<sup>th</sup> April 2021 at 10:00 am.

Appendix A – P Kennan's Presentation

CHAIR