



FARNBOROUGH
AIRPORT

Town and Country Planning Act Section 106/299A

Performance Monitoring Report
January to December 2019

Farnborough Airport Ltd
Farnborough
Hampshire
GU14 6XA

Clause 10.1 of the Town and Country Planning Act Section 106/299A Agreement between Farnborough Airport Ltd (FAL) and Rushmoor Borough Council (RBC), in respect of Planning Consent Reference 99/00658/OUT states:

“Within 6 weeks of the end of each year the Company shall submit to the Council a performance monitoring report detailing the performance of the Company against the objectives set out in this agreement, in a manner to be agreed with the Council.”

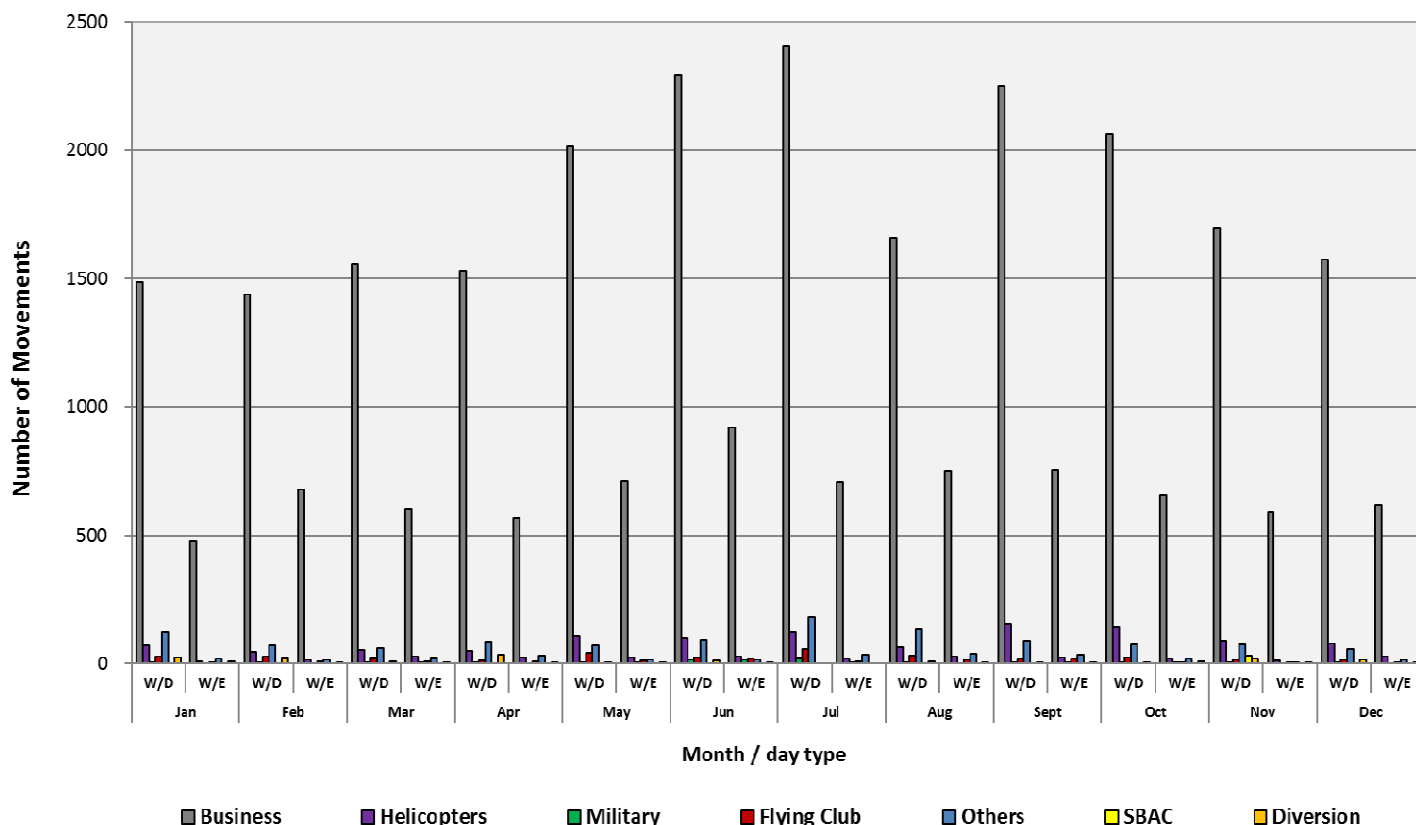
FAL submits this report summarising the performance against the requirements laid out in the Section 106/299A agreement in compliance with Clause 10 requirements. Each clause of the Agreement is referenced with relevant performance information supplied.

Schedule 1: The Owner and the Company’s Obligations to the Council

1.0 Aircraft Movement Records

- 1.1 Detailed records are maintained of all aircraft movements operating at the airport, including time and date, movement type (arrival, or departure) callsign, departure airport, destination airport, registration, aircraft type, maximum take-off weight, aircraft ICAO Chapter, and runway used.
- 1.2 A direct connection to the agreed monitoring system (EMS Brüel & Kjær Airport Noise and Operations Monitoring System, ANOMS) provides access to the relevant Planning Authority officer.
- 1.3 FAL submitted two six-monthly reports summarising the data required by clauses 2.8, 2.8b and 3.4 to RBC, each within 4 weeks of the end of the reporting period and in electronic format.

Figure 1: Weekday (W/D) and Weekend (W/E) Movements by Classification, 2019



2.0 Noise Control

2.1 Specific Noise Limits

- a Aircraft movement noise, excluding that related to “Other Aviation Activity” has not exceeded the area of the annual noise budget, defined by the total land area within the 55dB(A) $L_{Aeq,16h}$ contour and the 60dB(A) $L_{Aeq,16h}$ contour. Spare capacity within the current study year cannot be carried over to the year ahead.
- b The Airport has been operated to a noise budget that is within the land area of the control contours.

Table 1: Control Noise Contour Areas as Specified in 99/00658/OUT and INM Noise Assessment Contour Areas (interim and annual):

dB(A) $L_{Aeq,16h}$	Predicted Contour Areas 20,000 movements at 1997 mix (km ²)	Assessed Contour Areas Jan - Jun 2019 (km ²) [†]	Assessed Contour Areas Jan - Dec 2019 (km ²)
55	9.07	3.51	2.29
60	4.03	1.44	0.97
65	1.70	0.67	0.46

[†] Assessed contour areas for Jan to June have not been subject to a validation process using actual noise event data

2.2 Operational Measures

- a Use of reverse thrust on landing is required by many operator flight manuals as a safety aid. It would not be appropriate for FAL to dictate guidelines for the use of reverse thrust, as its use is entirely dependent on flight conditions. Details concerning use of reverse thrust, under circumstances that necessitate for reason of safety, are detailed within the UK-AIP and the Company Conditions of Use and read as follows:

“To minimise disturbance in areas adjacent to the aerodrome, commanders of aircraft are requested to avoid the use of reverse thrust at all times, consistent with the safe operation of the aircraft. Where the use of reverse thrust is essential, the use of idle reverse thrust should be used in preference.”

- b Confirmation of Chapter forms a mandatory part of the Prior Permission Required (PPR) at FAL, only Chapter 4 aircraft, which represent the latest and most stringent manufacturing standard are accepted. Only Chapter 4 compliant jet aircraft operated at the airport during this reporting period.

2.3 Other Amelioration Measures

- a FAL ensures adherence to published Noise Abatement Procedures through a routine auditing procedure. Aircraft operating companies identified as breaching the Noise Abatement Procedures are subject to investigation and where appropriate, operational sanctions.

FAL publishes a Noise and Track Monitoring Scheme on the FAL and RBC website. It provides full details of monitoring, auditing and reporting procedures in terms of noise and track.

Table 3 displays details of FAL pursued Noise Abatement Procedure infringements during the reporting period, together with received operator responses. FAL categorises each in terms of whether the explanation is acceptable, e.g. if the operator confirms an infringing departure was subject to strong cross winds causing deviation from the instructed heading, and this is validated by local weather data.

Table 2: Noise abatement infringements pursued in 2019

Period	Infringements	Responses received*	Responses accepted*
Q1	21	20	1
Q2	31	29	1
Q3	37	29	1
Q4	27	19	1
Total	116	97	4

* Figures up to date as of the 11th February 2020

- b FAL published restrictions to engine ground running / testing published within the UK-AIP (EGLF AD 2.21). All engine ground runs take place on the south side of the Airport.
- c FAL published restrictions regarding Auxiliary Power Units (APUs) within the UK-AIP (EGLF AD 2.21) ensuring no APU operations between 22:30 and 06:30.
- d FAL published departure and arrival procedures for helicopters operating at Farnborough Airport within the UK-AIP (EGLF AD 2.22 4) minimising disturbance to residents in the vicinity of the Airport.

2.4 **Sound Insulation Grant Scheme**

FAL predicted that no residential, academic or health care premises would be subject to noise levels, directly attributable to aviation noise from the use of the site, of 60dB(A) $L_{Aeq,16h}$ or above (other than those resulting from the Air Show or large scale military activity in the event of a national emergency).

2.5 **Predictive Modelling**

- a At the end of the 2nd quarter FAL used INM software (version 7d) to produce actual noise contours for quarters 1 and 2 and predictive noise contours for quarters 3 and 4, 2019.
- b At the end of the 4th quarter FAL used INM software (version 7d) to produce actual noise contours for all quarters in 2019 and predictive noise contours for all quarters in 2020.
- c Two INM Noise Assessment Reports were submitted to RBC within 6 weeks of the end of each modelling period.
- d The INM modelling process employs departure and arrival track representation, produced following review of actual flight tracks in ANOMS.
- e The INM modelling process uses terrain data. A comparison between measured and modelled noise levels validates the process.

2.6 **Noise and Track Monitoring**

The FAL Noise and Track Monitoring scheme remained in operation throughout the reporting period receiving updates where relevant.

2.7 **Validation of Modelling and Measurement**

FAL undertook a comprehensive audit of the noise monitoring and INM procedure in early 2020 in collaboration with Bickerdike Allen Partners. Refer to Appendix A for the audit report.

2.8 **Modelling and Monitoring - Reporting**

- a FAL provided access to noise and track monitoring data for the relevant officer of the Planning Authority during the reporting period.

Two Environment Reports to the Planning Authority provided summarised environmental data, each submitted within four weeks of the end of the relevant quarters (2 and 4).

- b FAL received zero requests to deploy the portable noise monitoring terminal during the reporting period.
- c FAL reviewed the frequency, nature and extent of all noise reporting with the Airport Monitoring Officer in August 2019.

3.0 **Air Quality and Odour**

- 3.1 FAL met the requirements of the Air Quality and Odour Monitoring Scheme throughout the reporting period.

Thirteen air-quality monitoring locations remained equipped with passive Nitrogen Dioxide monitoring apparatus with two sites including active sampling devices (Streetboxes) co-located with the passive diffusion tubes. FAL collected and published combined data from these sites in the biannual Environment Report.

- 3.2 FAL received three complaints relating to odour during the reporting period.
- 3.3 A document, named the Air Quality and Odour Monitoring Scheme and published on the FAL and RBC websites, combines the requirements of the Air Quality Monitoring Scheme and the Odour Monitoring Scheme.
- 3.4 FAL supplied data obtained from monitoring under clause 3.1 and 3.2 to the Planning Authority in the bi-annual Environment Report, submitted within four weeks of the end of the relevant quarters (2 and 4).
- 3.5 FAL held an internal review of progress under the Odour Management Plan in December 2019.

4.0 **Aircraft Weight**

- 4.1 During the reporting period, 446 movements by business aviation aircraft with a maximum take-off weight (MTOW) in excess of 50 tons, operated at Farnborough Airport. FAL provided a monthly breakdown of these movements as a percentage of total movements in the bi-annual Environment Report.
- 4.2 No business aviation aircraft with a MTOW in excess of 80 tonnes operated at the airport during the reporting period.

5.0 Freight

- 5.1 During the reporting period, no aircraft carried more than a total of 100kg freight into or out of the airport, (excluding racing horses).
- 5.2 Movements involving racing horses remained less than the permitted total of one hundred, numbering 46 during the reporting period.

6.0 Safety

- 6.1 FAL calculated Third Party Risk (TPR) associated with the airport in collaboration with ERM, a global leader in risk consultancy services.
- 6.2 ERM completed the annual TPR audit for 2019 on behalf of FAL. Appendix B provides the results as an Executive Summary. Results of modelling exercises undertaken to date show TPR to remain within the limits set through the planning process.
- 6.3 Assessment of TPR uses data relating to the number of runway operations made during the study year and the type of each aircraft operated. Total number of movements used in the assessment process differs to total number of reported flights for the year, due to a portion of helicopter movements that do not operate using the runway, excluding them from the study.

7.0 Community benefits and environmental improvements

- 7.1 During the reporting period 3 students undertook work experience placement at Farnborough Airport. A student from Farnborough was awarded the Farnborough Airport Flying Scholarship 2019 providing him training towards a Private Pilot's Licence (PPL).
- 7.2 FAL submitted a sum of £64,460 to RBC for community environment projects based on business aircraft operations during the reporting period. The value reflects contributions levied at an agreed rate of £2 per aircraft movement or £5 for those with a Maximum Take-Off Weight of between 50 and 80 tons.

8.0 Aerodrome Safeguarding

- 8.1 FAL submitted an airport safeguarding map to the Planning Authority in December 2003. The submission was accepted, and amendments continue in accordance with CAA requirements.

9.0 Complaints

- 9.1 FAL maintained a detailed record of all complaints received during the reporting period including those that related to airport operations and those identified as non-FAL derived. Recorded details included the contact details of the complainant, the nature of the complaint (for example noise, altitude, track keeping and odour) and the FAL response category.

FAL retained records of each reported movement where individual complaints detailed multiple aircraft movements. However, under the Complaints Charter, statistical analysis was solely applied to the first reported aircraft within each complaint.

Table 3: Summary of Complaints Received during 2019

Month	Total FAL related complaints	Total FAL un-related complaints	Complaints raised against:	
			ATC authorised non-compliant flights*	non-compliant flights
Jan	2	1	1	0
Feb	1	0	1	0
Mar	5	1	3	0
Apr	4	3	1	0
May	12	1	8	0
Jun	22	2	7	1
Jul	18	5	0	0
Aug	14	4	3	0
Sep	7	2	2	0
Oct	3	1	2	0
Nov	4	2	1	0
Dec	4	0	1	0
Total	96	22	30	1

* Due to proximity of other air traffic, aircraft may be authorised to operate outside of the Noise Abatement Procedures to ensure safe separation on grounds of safety. Such movements are identified as ATC authorised, non-compliant flights.

9.2 FAL submitted quarterly reports to the planning authority, covering all complaints received during the reporting period, each within one week of the end of the respective quarter. RBC published the reports on their website under the Farnborough Airport section.

The combined totals of individual quarters may number less than the annual total detailed above due to complaints received after the reporting deadline for each quarter.

9.3 FAL addressed all complaints received, whether attributed to operations or from other sources, in accordance with the Complaints Charter.

10.0 Performance Monitoring of the Section 106 Agreement

10.1 FAL hereby submits this Performance Monitoring Report for consideration under the terms of clause 10.1 of the Planning Agreement and within 6 weeks of the end of 2019.

10.2 To minimise administration and resource use this report is:

- i) in a composite format to address all relevant requirements of the Town and County Planning Act Section 106 Agreement
- ii) in electronic format. Hard copies are available on request.

New Obligations

11.0 Aircraft Movement

The Implementation Plan for the approved Airspace Change Proposal (ACP) continued throughout 2019. The new airspace will go live on 27th February 2020.

12.0 Noise Control

12.1 Specific Noise Limits

The INM contours for this reporting period have not exceeded 72.5% of the total land with the 55 dB(A) $L_{Aeq,16h}$ contour (6.6 km²) or 60% of the total land within the 60 dB(A) $L_{Aeq,16h}$ contour (2.4 km²).

Table 4: Amended Control Contour Areas (Clause 12.1) and Modelled Contour Areas 2019

dB(A) $L_{Aeq,16h}$	Amended Control Contour Areas as per clause 12.1 of the S106 (km ²)	Modelled Contour Areas January - December 2019 (km ²)
55	6.58	2.29
60	2.42	0.97

12.2 Operational Measures

A Noise Certification Database ensures all fixed-wing jet aircraft booking to operate at FAL are compliant with the ICAO Chapter 4 standard.

12.3 Noise Action Plan

Following the formal acceptance of the FAL Noise Action Plan on the 21st January 2013, the Farnborough Aerodrome Consultative Committee published document in full on their website.

13.0 Phased Maximum Number of Movements

13.1 The number of reportable movements at FAL during the reporting period totalled 31,561 with a total for weekend movements of 8,338. These figures are within the restrictions placed upon movement numbers for the year that permit up to 50,000 movements per year, of which no more than 8,900 at weekends and bank holidays.

13.2 The number of reportable flights during the reporting period has not exceeded the permitted number; as a result, there is no requirement to reduce to the number of permitted flights for the year ahead. For the next calendar year, the permitted total number of reportable flights will be 50,000 with no more than 8,900 at weekends and bank holidays.

14.0 EMS, NO_x Charging Scheme and Sustainability and Climate Charter

14.1 - 14.5 FAL submitted the Environment Management Strategy, NO_x Charging Scheme and Sustainability & Climate Change Charter to Rushmoor Borough Council on the 28th February 2012. FAL made no amendments to the schemes during the reporting period.

14.6 Review of the Noise Action Plan, the Odour Management Plan and the Carbon Neutrality scheme will take place following the implementation and post implementation review of the Airspace Change.

15.0 Carbon Neutrality Scheme

- 15.1 In June 2019 FAL announced certification to Level 3+ “Neutrality” under **Airport Carbon Accreditation** had been renewed, retaining status as the first and only carbon neutral business airport in the world. FAL calculated the 2018 Carbon Footprint (Scope 1* and 2†) as 1,423 tons CO₂e, representing a 47.3% reduction against the average of the previous three-year average and accounting for changes in infrastructure. Overall, FAL has achieved a 73% reduction in Scope 1 and 2 emissions since first joining the ACI-Europe run scheme in 2009.

Certification at Level 3+ “Neutrality” required inclusion of scope 3 emissions within the overall footprint once more, namely those resulting from aircraft movements (for all flights within the Landing and Take-off (LTO) cycle), use of auxiliary power units (APU), passenger and staff surface access and emissions associated with all types of business travel. Additionally, the scheme required FAL to offset residual emissions through a credible and independently approved scheme. In February 2019 FAL officially opened a solar generation system installed at a local school as a part of an offset scheme coupled with investment in an overseas solar generation scheme in rural India, certified by the Verified Carbon Standard (VCS).

Projects undertaken during 2019 to contribute towards future reductions have centred around lighting systems across the airfield ground lighting (AGL) system. Increased demand for Electric Vehicle Charging has also be noted through the year. Offsetting for 2019 will be achieved through tree planting and protection schemes in the UK and abroad.

FAL remains committed to maintaining **Airport Carbon Accreditation** “Neutrality” for the future.

16.0 Airport Monitoring Officer Contribution

- 16.1 The position of Airport Noise Monitoring Officer at RBC commenced from the 2nd April 2012. During the reporting period, under clause 16.1, FAL contributed a total of £19,980.30 towards the costs of maintaining this position.

*Scope 1 emissions are those within direct control of the Airport (i.e. from gas and liquid fuel use on site)

†Scope 2 emissions are those resulting from the use of electricity purchased from a third party (energy provider)

17.0 Schedule 2: The Owner and the Company's Obligations to the Council

1.0 Travel Plan

- 1.1 FAL submitted a Sustainable Travel Plan to Hampshire County Council (HCC) and to RBC on the 19th December 2012 following approval by both parties with respect to the content and continuing development.

In accordance with the schedule laid out in the approved plan, Appendix C provides an annual report on progress and achievements in Sustainable Travel at the Airport.

- 1.2 Travel Plan co-ordination remains within the remit of the FAL Environment Manager.
- 1.3 No travel plan payments to HCC were applicable for the reporting year, the seventh anniversary since the acceptance of the FAL Sustainable Travel Plan.

2.0 Highway Contribution

- 2.1 Under clause 2.1, Schedule 2 of the Planning Agreement the following applied with respect to payments in relation to aircraft movements in 2019.
- 2.2 Total Contribution for 2019 = £13.96 x (*M* – 28,000) = £49,711.56
- 2.3 For 2019 *M* = 31,561
- 2.4 With 31,561 reportable movements operating during the reporting period, FAL submitted the required highways payment to HCC within one month of the end of the reporting year.
- 2.5 The sum of Highways payments to date is £77,045.24 (£100,103.41 after indexation)

Additional Relevant Conditions of the Planning Permission

23. FAL submitted the SINC Management and Mitigation Scheme to RBC on the 8th July 2011.
- In July 2014, FAL held a review of the SINC Management and Mitigation Plan in consultation with RBCs Biodiversity Officer. FAL submitted an updated works schedule based on the review process in January 2015. Appendix D provides details of works undertaken in accordance with the scheme during 2019.
24. The number of reportable movements at FAL during 2019 exceed 28,000. In accordance with the requirements of the planning agreement, FAL submitted a report covering on-site cycle parking facilities to RBC in December 2018. A formal response confirming acceptance was received from RBC on the 9th January 2019. Facilities for cycle parking at the airport have remained unchanged since this time.

Miles H Thomas
Environment Manager

Appendix A

FARNBOROUGH AIRPORT

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7 February 2020

2019 ANNUAL CONTOUR REVIEW

Bickerdike Allen Partners LLP have reviewed the production of the noise contours prepared by Farnborough Airport based on the 2019 actual movements. To undertake this review, the following information has been provided by the airport:

- The actual aircraft movements during 2019 by date, time, aircraft type, operation and runway,
- Details of the split of traffic between departure routes,
- The INM study used to produce the contours.

A review has been conducted of this information. This has included a check that the representative tracks have been accurately modelled, and that the aircraft movements have been correctly processed. This involves the assignment of INM aircraft types using substitutions where required, their amalgamation and then subsequent distribution into the INM model by runway and route based on the splits observed in the year.

The validation exercise undertaken has also been reviewed. This has included a check on the correlated noise events to check for rogue results, the determination of average values, and a comparison of these average values with INM predicted levels. Where significant differences have been found, the change to the INM standard substitutions used have been reviewed.

Based on this review we find that the modelling process has been carried out appropriately.

Duncan Rogers
for Bickerdike Allen Partners

Nick Williams
Associate

David Charles
Partner

Appendix B

ERM

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Miles Thomas
Environment Manager
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Reference: 0538492

Dear Mr Thomas

Subject: Farnborough Airport - 2019 Third Party Risk Assessment Results

A Third Party Risk assessment upon aircraft runway movements at Farnborough Airport has been undertaken by Environmental Resources Management (ERM), which incorporated the aircraft movement data of 2019. This activity was undertaken on behalf of Farnborough Airport to satisfy the requirement to provide an annual appraisal of the level of risk arising from runway operations.

Planning consent was granted for civil aircraft operations at Farnborough Airport subject to specific conditions relating to the exposure of third party risk. Conditions 12 and 13 of the 2011 amended planning consent state that the risk arising from operations must remain within specified risk limits, as defined by the extent of the agreed 1 in 10,000 risk contour and the agreed 1 in 100,000 risk contour.

The risk contour limits were defined for the current planning permission using predicted traffic data for 50,000 movements at the airport; the purpose of this latest assessment is to compare the 2019 annual risk profile of the airport with the current agreed limits and to confirm whether the airport is operating within its agreed planning consent. The size and shape of risk contours are determined by:

- the total number of annual movements
- the type of movements
- the weight of movements
- the runway operating preference

The aircraft movement data from 2019 has been applied to the current DfT approved Third Party Risk methodology to determine the risk at the airport. The operations at Farnborough Airport for 2019 comprised:

Total Movements: 33,525 (3.2% increase from 2018)
Total Fixed Wing Movements: 32,112
Runway 06/24 Utilisation Split: 22.8% / 77.2%

Risk contours have been calculated based on the observed 2019 data. It has been confirmed that the results for 2019 movement data lie within the boundary limits of the pre-determined contours as set in the planning consent granted in 2011.

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A member of the
ERM Group

Table 1 – Third Party Risk Contour Comparison

Runway	2019 1 in 10,000 Risk Contour	2018 1 in 10,000 Risk Contour	2011 Planning Consent – Approved 1 in 10,000 Risk Contour	2019 1 in 100,000 Risk Contour	2018 1 in 100,000 Risk Contour	2011 Planning Consent – Approved 1 in 100,000 Risk Contour
08	1,368 m	1,244 m	1,878 m	3,685 m	3,540 m	3,979 m
24	936 m	912 m	1,142 m	4,032 m	3,588 m	4,380 m

Note: Contour lengths are measured from the runway threshold to the tip of the contour.

This third party risk assessment clearly identifies that the third party risk arising from 2019 operations falls within the acceptable limits as defined by the agreed contours set by Rushmoor Borough Council. It has been confirmed that both the 1 in 10,000 and 1 in 100,000 risk contours lie within the 2011 agreed contour boundaries and as such it can be concluded that 2019 operations at Farnborough Airport comply with the planning consent conditions relating to Third Party Risk.

Kind regards,



Steve Mitchell
Technical Fellow

Appendix C

Sustainable Travel Plan Report 2019

Ref	Action	Responsibility	Status	Next Review or Meeting	Notes 2019
1	Appointment of Travel Plan Co-ordinator (TPC)	Senior FAL Management	Complete	N/A	The FAL Environment Manager is the co-ordinator on all travel planning issues
2	Determine Travel Plan branding	TPC	Complete	N/A	Travel planning is covered by the FAL Sustainability brand
3	Develop FAL intranet site	TPC + IT Dept	Complete	N/A	The intranet site first launched in April 2014. With the sale of the Airport confirmed in October 19 a review of the contents of the site commenced in late 2019. In 2020 the Travel Planning section of the intranet will move to the main website and be presented in a more structured document style which can be made accessible to all staff and tenants
4	Arrange a launch event to introduce FAL staff to the Travel Plan	TPC + Events Dept	Complete	N/A	The Airport Charity Runway Challenge was held in June 2019 with walking, running and cycling promoted as sustainable ways to complete the challenge. There were more than 600 participants in the event.
5	Advertise the Cycle To Work Scheme	TPC + IT Dept	On going	Apr-20	During 2019 the cycle scheme was advertised on the FAL intranet. 149 staff members have purchased a bike through this government scheme since its implementation, seven of them making use of the increased application limit introduced in 2017 (£2500).
6	Seek to develop partnerships with the other local businesses	TPC	On going	Feb-20	Commitment to the Sustainable Business Partnership (SBN) continues and includes a seat on the SBN Steering Group. Three meetings were held during 2019 (Mar, July, Oct).
7	Liaise with existing public commercial transport providers	TPC	On going	Feb-20	Commitment to the Sustainable Business Partnership (SBN) continues and includes a seat on the SBN Steering Group. Three meetings were held during 2019 (Mar, July, Oct).
8	Set up a bicycle-users group	TPC	Complete	N/A	Following identified demand, a BUG was established in partnership with the CTC. During 2019 seven staff members subscribed to the BUG proving them access to third-party insurance cover.
9	Arrange for cycling and walking maps to be distributed	TPC	Complete	N/A	All relevant maps published on the interactive Sustainable Travel Plan website - refer to Action 3.
10	Instigate car share scheme	TPC	Complete	N/A	Information and access to Hantscarshare is incorporated within the Sustainable Staff Travel website - refer to Action 6
11	Review feasibility for dedicated car share parking spaces	TPC	Complete	N/A	Reviewed and confirmed as not operationally practicable as parking is provided for each site building in very close proximity.
12	Published details of the Guaranteed Lift Home scheme on the intranet	TPC	Complete	N/A	GRH scheme and GRH claim form established in April 2014, full details remain published on the Sustainable Staff Travel website - refer to Action 3. No claims were made in 2019
13	Establish season ticket loan scheme	TPC	Scheduled	Sep-20	No demand for season tickets demonstrated (zero requests received). The facility to register interest for using a season ticket loan scheme is incorporated into the Sustainable Staff Travel website. No interest was raised in 2019.
14	Liaise with public transport operators in respect of service enhancements	TPC	On going	Feb-20	Commitment to the Sustainable Business Partnership (SBN) continues and includes a seat on the SBN Steering Group. Three meetings were held during 2019 (Mar, July, Oct).

15	Implement Staff Shuttle Bus	TPC	Complete	n/a	The shuttle bus associated with QinetiQ ceased operating the route to Ively Gate in late 2017, ending the opportunity for airport staff to make use of the service. It is not economically viable for FAL to run a shuttle bus service for the few potential users that exist.
16	Provision of motorcycle parking on site	TPC	On going	Sep-20	Motorcycle parking is available at many of the main airport buildings. No new requirements for motorcycle parking have been identified and no requests have been submitted in 2019.
17	Assess feasibility for motorcycle training	TPC	Scheduled	Jan-21	No current demand for motorcycle training demonstrated, this position will be reviewed in 12 months.
18	Introduce a personalized travel service	TPC	Complete	N/A	The Sustainable Staff Travel website allows staff to investigate and organise their own travel planning using the wide range of information sources available. The travel plan will receive a major overhaul in 2020
19	Travel Plan benchmarking	TPC	On going	Feb-20	Commitment to the Sustainable Business Partnership (SBN) continues and includes a seat on the SBN Steering Group. Three meetings were held during 2019 (Mar, July, Oct).
20	Monitor progress through relevant travel surveys	TPC	Scheduled	Mar-20	Due to an absence of any required data, a travel survey was not conducted in 2019. The need and benefits of a survey will continue to be reviewed annually and surveys will be undertaken where deemed necessary for internal use or when external interested parties require.
21	Develop site enhancements for sustainable travel	TPC	On going	Mar-20	125 parking spaces for bikes remain available (2 bikes per hoop) with facilities covering the Tower, Terminal, Hangars 1 and 2, Meadow Gate, the Fire Station and N & D shed. The electric vehicle (EV) charging network was increased in August 2019 to include an additional post (with two connectors) located at the GSF hangar. Fast charging points number 20, together with two TESLA specific chargers at the Terminal. To incentivise EV take-up, all facilities remained free of charge in 2019. The EV monitoring system currently has 36 registered EVs of which 9 represent FAL vehicles. Three new EVs were added to the fleet in 2019, two Nissan Leafs and a Nissan ENV200 van. Additionally, the Audi E-tron has been trialled as a potential replacement for the Tesla S.
22	Develop operational enhancements for sustainable travel	TPC	On going	Feb-20	The Sustainable Travel Token Scheme has remained operational throughout 2019 with over 4,800 more sustainable Inbound journeys recorded. Pool bikes have been maintained throughout 2019 providing an opportunity for more sustainable journeys on site. New "Fed's Cycle's" bikes have replaced three of the original fleet Free bicycle safety checks were offered to all site users in May using the services of Purple Bike Shed.
23	Travel Plan Review	TPC + HCC	TBC by HCC	TBC by HCC	FAL awaits advice from HCC on future requirements for Sustainable Travel Review Meetings.
24	Additional	n/a	n/a	n/a	In October 2019 FAL met with BIF (Buses in Fleet) to review potential for a bus route via the Airport. FAL confirmed barriers that exist for bus travel to the airport including the nature of a campus site and the unsociable operational working hours of many of the staff. BIF were however introduced to the SBN group.

Appendix D

SINC Management Report 2019

Area	Task	Category	Frequency	Rationale	End of year notes 2019
All Areas	Review and revision of management activities.	Routine	Annual	Ensure continuous development and review SINC status	Review held in conjunction with RBC Biodiversity Officer, November 2018
	Site overview scoping	Project	N/A	Introduction of the site to Consultants and initial mapping exercise	Completed in May 2012
	Detailed Vascular Plant Survey	Project	3 - 5 years	Provide baseline data	Undertaken by HES, 2012 and 2017
	Detailed Invertebrate Survey	Project	3 - 5 years	Provide baseline data	Undertaken by HES, 2012 and 2017
	Detailed Bryophyte Survey	Project	3 - 5 years	Provide baseline data	Undertaken by HES, 2013 and 2017
	Detailed Reptile Survey	Project	3 - 5 years	Provide baseline data	Undertaken by HES, 2013 and 2017
	Additional Invertebrate survey (to cover areas previously excluded due to the 2012 air show)	Project	3 - 5 years	Provide baseline data	Undertaken by HES, 2013 and 2017
	Baseline survey report to include comprehensive species lists	Project	N/A	Provide baseline data	Produced by HES, 2013 and 2017
1	Flail of acid grassland (cut & collect)	Routine	Annual	Improve grassland biodiversity	Completed in Oct 2019
	Drainage channel maintenance (to be maintained with 50% vegetation within)	Routine	Bi-annual	Maintain moisture levels in channels for wetland species	Completed in Feb and Oct 2019
	Encroaching Birch Management (retain thistles, teasels, and buddleias (up to 20)	Routine	Annual	Maintain warm open ground with nectar sources for invertebrates and butterflies	Monitoring of Birch development during 2019. Clearance of self-sets and scrub along fence line where encroaching on airside boundary
	Hard cut back of vegetation strips along bank to reduce encroaching bramble	Project	N/A	Maintain a few strips of sand for solitary bees and other invertebrates	. Completed Sep 2019.
	Glade creation within wooded areas at western end	Project	N/A	Provide sheltered grassland areas for butterfly species	Glades maintained along fringe throughout 2019
	Glade maintenance (removal of scrub and tree species)	Routine	As required	Maintain sheltered grassland areas for butterfly species	Continued throughout 2019
2	Maintenance of pond habitat inside wooded area	Project	N/A	Provide habitat for amphibians and invertebrates	Continued throughout 2019
	Maintenance of pond habitat on the fringe of wooded area	Project	N/A	Provide mixed habitat for amphibians and invertebrates and a water source for birds	Continued throughout 2019
	Maintenance of log piles through the area	Routine	As required	Maintain habitats for reptiles and invertebrates	Completed Mar - Sep 2019
	Manage grassland adjacent to Victoria track as meadow	Routine	Annual	Promote meadow development	Cut and collect in Mar, Jul and Oct 2019

2	Flail of acid grassland (cut & collect)	Routine	Annual	Improve grassland biodiversity	Cut and collect in Mar, Jul and Oct 2019
	Removal of scrub and undesirable seedlings except at mature tree bases	Routine	Annual	Improve biodiversity within the woodland areas	Completed Nov 2019
	Drainage channel maintenance (to be maintained with 50% vegetation within)	Routine	Bi-annual	Maintain moisture levels in channels for wetland species	Completed Mar 2019
	Removal of soil banks and associated vegetation	Project	N/A	Restore original habitat	Completed Nov 2019
3	No works currently undertaken within this compartment				
4	Flail of acid grassland (cut & collect)	Routine	Annual	Improve grassland biodiversity	Completed in Nov 2019
	Removal of scrub and undesirable seedlings except at mature tree bases	Routine	Annual	Improve biodiversity within woodland areas	Completed in Sep 2019
	Maintenance / clearance of open ground	Routine	N/A	Eliminate fly-tipping. Ensure usable media (soil / chippings / etc.) is stored at Woodland Management Area	Continued throughout 2019
	Hard cut back of scrub and briars to open up glade areas. Removal of concrete facilitate routine maintenance	Project	N/A	Prevent scrub and briar dominance and support less intensive routine maintenance	Completed Oct 2019
	Maintenance of dedicated woodland management area	Project	N/A	Maintain a discrete and controlled area for management of wood, composting, chipping, soil grading and storage	Continued throughout 2019

