

YOUR LONDON AIRPORT *Gatwick*



Section 106 Legal Agreement

2015 Annual Monitoring Report

31 August 2016



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1. INTRODUCTION

In 2001, Gatwick Airport signed a Section 106 (S106) Legal Agreement with West Sussex County Council and Crawley Borough Council following consultation with seven other local authorities in the area. The S106 agreement reflected a shared desire to see the airport grow, with measures in place to minimise as far as possible its short and long term impacts. The S106 agreement was renewed for a further 7 years in 2008 and in December 2015 it was extended until the end of 2018.

The S106 Legal Agreement underpins the important relationship between the airport owner and its local authorities with responsibility for planning, environmental management and highways.

The Legal Agreement, reached after a process of consultation and discussion contains far-reaching objectives and Obligations.

The principal objectives which are contained in the Legal Agreement are as follows:

- **The desire to see the Airport continue to grow on a one runway two terminal configuration:**
- **The need to ensure that, as the airport grows, measures are in place to minimise so far as possible its short and longer term environmental impacts**
- **The importance of maintaining and enhancing the ways in which the parties to this Agreement share information and work together and with other stakeholders to bring significant benefits to the Airport and the communities it serves and affects.**

Our Obligations and Action Plan Actions are focused on activities that are wholly or substantially within our control, or where we can influence the activity of a third party. The results will predominantly be felt within Gatwick Airport itself and within local communities, but we also recognise the importance of playing our part in addressing the national and international issue of climate change.

Our Obligations and Action Plan Actions focus on the following key issues:

- **Climate change**
- **Air quality**
- **Noise**
- **Surface access**
- **Land use, development and biodiversity**
- **Community and the economy**
- **Water quality and drainage**
- **Waste management**
- **Utility management**
- **Action planning**
- **Monitoring and reporting**

The Obligations and Action Plans of the Legal Agreement as well as our 'Decade of Change' Sustainability Strategy can be viewed on the Gatwick Airport website in the Corporate Responsibility section.

2. ABOUT THIS REPORT

This report fulfils our Obligation to publish an Annual Monitoring Report (AMR) detailing performance against the Obligations and associated Action Plan Actions as detailed in the S106 Legal Agreement. In line with the Legal Agreement a selection has been subject to independent verification.

The Legal Agreement also requires Gatwick Airport Ltd to produce action plans at least every three years specifying its programme of activities to address the following issues:

- **Air Quality**
- **Noise** (for the purposes of the Legal Agreement the Environmental Noise Directive Noise Action Plan will suffice however Gatwick Airport Ltd. has produced an additional, Section 106 Legal Agreement specific Noise Action Plan)
- **Water Quality and Drainage**
- **Waste Management**
- **Utility Management**
- **Surface Access**

Following a period of engagement with internal stakeholders: departmental action owners, the Environmental Health and Safety (EHS) team and the Managing Corporate Responsibility (MCR) committee members; and the following external stakeholders: Crawley Borough Council, West Sussex County Council, Gatwick Officers Group (GOG), a series of Action Plans including additional Action Plans were devised.

These additional Action Plans cover:

- **Biodiversity Management**
- **Carbon Management**
- **Community**
- **Local Economy**
-

This report therefore details performance against all Obligations and Action Plan Actions – a selection of which will also have been subject to external verification; the findings of which are included within this Report.

The following Sustainability, Noise and Corporate Responsibility reports have been issued detailing additional 2015 performance:

- **2015 Decade of Change ‘Summary Report’** (short summary report detailing Decade of Change performance in a straightforward and accessible way)
- **2015 Decade of Change ‘Full Report’**
- **Flight Performance Team Annual Report**
- **2015 Environmental Noise Directive Noise Action Plan 2015 Performance Report** (previously included as part of this report)
- **Section 106 Legal Agreement 2015 Annual Monitoring Report (this report)**



3. OVERALL APPROACH AND METHODOLOGY

The reporting organisations are the signatories to the Section 106 (hereafter S106) Legal Agreement. These being:

- **Gatwick Airport Ltd (GAL) – the Airport Operator of Gatwick Airport;**
- **West Sussex County Council (WSCC) – the Local Highway Authority**
- **Crawley Borough Council – the Local Authority.**

Whilst WSCC and CBC are the reporting organisations, they also represent the interests of the neighbouring authorities as part of the S106 Steering Group.

We work closely with WSCC and CBC regarding the activities specified within the S106 Legal Agreement and report progress through a quarterly steering group. WSCC and CBC then review our progress with the wider S106 Steering Group membership at both councillor and officer level.

Air quality issues are managed in partnership with Reigate and Banstead Borough Council (RBBC), which takes the lead on these issues on behalf of the other local authorities.

The text below explains how we will detail performance against the Obligations and Action Plan Actions, and the outcome of the independent verification process.

Obligation / Action Plan Action:	The detail of the Obligation / Action Plan Action is listed here
Status:	How we rated this through our internal audit process (Red / Amber / Green)
Reported Progress 2015:	A summary of actions undertaken in 2015
Action Plan for 2016:	Bullet points detailing our plans for 2016
Verification findings:	This section details the findings of the audit process
Verification recommendations, including GAL response:	

This section will detail any recommendations made by the auditor where they feel improvements can be made, or where amendments to our statement is required. The GAL response to these points will also be included.

As part of the S106 Legal Agreement, GAL and the other signatories of the agreement (WSCC and CBC) are required to meet the following Obligations:

- Under Schedule 8 (Obligation 8), GAL is required to produce Action Plans at least every 3 years specifying the programme of activities to address air quality, noise, water and drainage, waste management and utility management. Additionally, GAL shall produce Surface Access Action Plans following updates to the Surface Access Strategy.
- Under Schedule 9 (Obligation 9), GAL is required to annually monitor Obligations within the S106 Legal Agreement, as well as Commitments made, and report to the other signatories on an annual basis. The other signatories shall also produce a monitoring report relating to their Obligations.
- The Monitoring Reports are required to be reviewed by an Environmental Consultant appointed by the signatories of the S106 legal agreement.

Jacobs was commissioned to review the GAL 2015 AMR. In order to meet the Obligation of the S106 legal agreement, Jacobs was required to:

Select a sample of ten of GAL's Obligations or Action Plan Actions. In previous years, Jacobs has been required to audit both GAL's Obligations and Commitments. In 2011, new Action Plans were drafted by GAL which incorporated all the Commitments within the Action Plan Actions. These Action Plans were further reviewed and updated in 2015. As a result of this, the verification of GAL's 2015 AMR will select items for audit from the Obligations and these new Action Plan entries.

In previous years Jacobs has also audited one Obligation from WSCC and one Obligation from CBC. In 2013 and 2015, Jacobs was not required to select Obligations to audit for WSCC and CBC. This change in scope was agreed at the verification kick-off meeting on 20 July 2016.

In selecting these Obligations and/or Action Plan Actions, the annual verification must include at least two Obligations or Action Plan Actions relating to each of surface access, aircraft noise and air quality and in any two year period at least one relating to each of the following:

- Climate change and utility management
- Community and economy
- Land use development and biodiversity
- Water quality and drainage
- Waste management

Review and report on the selected Obligations/ Action Plan Actions to:

- Verify the accuracy of the information included in the monitoring report
- Comment on the adequacy of the work undertaken including any proposed remedial action

The purpose of the Verification Report is to outline a) if the progress stated in the AMR was accurate, b) if the Obligation or Action Plan Action was on track and c) if the 2015 actions were adequate.

The verification report provides a summary of the verification findings for each of the 10 Obligations/ Action Plan Actions audited. For each Obligation/Action Plan Action, the report details Jacobs' opinion on overall progress and whether the Obligations/ actions are on track, behind schedule, or partially on track. For each Obligation / Action Plan Action, details of any recommendations and suggestions are also included where appropriate. This information is then used to inform the full Verification Statement and is provided within the updated AMR which is externally published.

4. VERIFICATION APPROACH AND METHODOLOGY

Step 1: Report review and selection of Obligations/Action Plan Actions for audit

Jacobs reviewed the draft AMR to select the 10 Obligations/Action Plan Actions for audit. The selection process considered the:

- Requirements of the S106 Legal Agreement
- Principles of the AA1000 Accountability Principles Standards (2008)
- Global Reporting Initiative, for which Obligations have not recently been audited
- Areas which required action by 31st December 2015
- Results of previous audits

Step 2: Selection of Obligations/Action Plan Actions for audit

Jacobs communicated the Obligations/Action Plan Actions for audit to GAL, WSCC and CBC via email. As CBC is currently well informed of GAL's programme of charitable giving, CBC suggested an amendment to the selection on Community. This was amended from Action Plan Action 5: Continue to deliver a programme of charitable giving led and supported by Gatwick employees and passengers to Obligation 7.1 as stated within the S106 legal agreement:

7.1.1 To nominate (in accordance with the terms of the Gatwick Community Trust deed) two persons to be considered for appointment as trustees by the board of the Community Trust;

7.1.2 To pay to the Community Trust all revenue received by the Company as a result of infringements by aircraft of departure noise thresholds imposed by the Government

7.1.3 To pay to the Community Trust no later than 31st January in the years 2016 to 2018 inclusive:

· £206,000 in 2016

· £212,000 in 2017

· £218,000 in 2018

Step 3: Conduct interviews with issue owners

Jacobs interviewed the Obligation/Action Plan Action owners at GAL to review the quality of data and statements made to assure that the data collection process is robust, to review data transposition/manipulation and to check internal assurance and audit processes.

Step 4: Review supplementary information

Jacobs reviewed information relevant to evaluating the performance information during the interviews. Supplementary information was also received and reviewed following the interviews.




Step 5: Draft Verification Report

Following the interviews Jacobs produced a draft Verification Report including the Verification Statement, agreed changes, general feedback on the audit process, Jacobs' specific findings and recommendations in relation to each of the 10 selected Obligations/Action Plan Actions.

Step 6 Review report with Gatwick, WSCC and CBC

The draft verification report and statement was discussed at a meeting with GAL, WSCC and CBC in July 2016. Following the meeting, the verification report was finalised incorporating any issues arising from the meeting.

For consistency with the previous AMR verification, each of the 10 items audited is rated using the RAG (Red, Amber, and Green) rating:

-  This obligation/Action Plan Action is **on track**.
-  This obligation/Action Plan Action is **partially on track**
-  This obligation/Action Plan Action is **not on track**.

5. OBLIGATIONS AND ACTION PLAN ACTIONS SELECTED FOR AUDIT

To monitor compliance with the Obligations and Commitments contained in the GAL Section 106 (S106) Legal Agreement with WSCC and CBC, GAL is required to produce an Annual Monitoring Report (AMR) which lists each Obligation and Commitment and the Company's assessment of whether the Obligation or Commitment has been met or the progress made towards the Obligation or Commitment including any remedial action proposed in the Monitoring Report for the preceding year.

The Monitoring Report is required to be reviewed by an Environmental Consultant and a sample of ten of the Company's Obligations and Commitments selected for review.

Although the revised S106 agreement signed on the 15th December 2015 makes reference to GAL reporting against Commitments in the AMR and the Environmental Consultant selecting Obligations and Commitments for audit, no Commitments are referenced in the S106 agreement.

The S106 / Decade of Change Action Plan Actions drafted in 2015 replaced a number of Commitments which were previously contained in the S106 agreement.

In terms of selecting which items to audit, Jacobs have selected items for audit from the Obligation entries of the S106 agreement and Actions from the S106/Decade of Change Action Plans.

In addition to the minimum selection criteria referenced earlier, Jacobs has also used the principles of the AA 1000 Accountability Principles Standard (2008) and the Global Reporting Initiative to select the 10 Obligations/ Action Plan Actions for audit. The selection was based on the following criteria:

- Main interests/topics raised by stakeholders during 2015
- Main topics and future challenges for the sector reported by peers and competitors
- Relevant laws, regulations, international agreements, or voluntary agreements with strategic significance to GAL and its stakeholders
- Key organisational values, policies, strategies, operational management systems, goals, and targets
- The interests/expectations of stakeholders specifically invested in the success of the organisation (e.g., employees, shareholders, and suppliers).
- Significant risks to the organisation
- The core competencies of the organisation and the manner in which they can or could contribute to sustainable development.

In addition to these, the following was also considered:

- Those Obligations/Action Plan Actions that have not been audited recently
- Areas which required action by 31 December 2015
- The results of previous audits.

The following Obligations and Action Plan Actions were selected for audit:

Air Quality **Obligation 3.1:**

3.1.1 To provide a Fixed Electrical Ground Power supply to any new Aircraft Stand

3.1.2 Not allow the use of Ground Power Units at any Aircraft Stand unless:

3.1.2.1 There is no Fixed Electrical Ground Power installed at the Aircraft Stand;

3.1.2.2 The Fixed Electrical Ground Power which has been installed at the Aircraft Stand is temporarily out of service; or

3.1.2.3 The relevant aircraft is incapable of utilising Fixed Electrical Ground Power by reason of its design or a technical malfunction or the power so supplied is insufficient for the aircraft

Air Quality **Action Plan Action:**

1. Continue to work with RBBC and business partners to monitor and evaluate local air quality impacts in the context of the Horley Gardens AQMA.

Noise **Action Plan Action:**

6. Continue to maintain programme of community noise monitoring and engage with local environment and health officers and stakeholders no less than twice a year on noise and airspace issues.

Noise **Obligation 4.5**

To undertake an annual programme of engagement to explain and educate local authority members, members of GATCOM and other invited guests (to include residents from affected communities) about noise issues and airspace change at the Airport. This programme of engagement shall include a number of localised seminars and a major annual seminar if requested by the Councils.

Surface Access **Obligation 5.7:**

5.7.1 The Company will actively engage with the Local Highway Authorities with the objective of:

5.7.1.1 reaching agreement on the location and characteristics of such improvements to the highway access to the Airport as may be justified by growth in the volume of Airport related traffic and on the anticipated timeframe for their implementation; and

5.7.1.2 subject to there being reliable estimates of the costs of the said improvements, agreeing the financial contributions that the Company is to make towards the cost of the agreed works

5.7.2 The Company agrees that prior to the commencement of the calendar year in which the works are to be carried out it will use reasonable endeavours to enter into appropriate agreements with the relevant Local Highway Authority for the works concerned

Surface Access **Action Plan Action:**

8. Cleaner Vehicles - Apply the latest Euro Standards for cleaner vehicles in new vehicle contracts.

Water Quality **Action Plan Action:**

3. Maintain operational performance of the drainage ponds and system to ensure compliance with discharge consents.

Community **Obligation 7.1:**

7.1.1 To nominate (in accordance with the terms of the Gatwick Community Trust deed) two persons to be considered for appointment as trustees by the board of the Community Trust;

7.1.2 To pay to the Community Trust all revenue received by the Company as a result of infringements by aircraft of departure noise thresholds imposed by the Government

7.1.3 To pay to the Community Trust no later than 31st January in the years 2016 to 2018 inclusive:

- £206,000 in 2016
- £212,000 in 2017
- £218,000 in 2018

Economy **Action Plan Action:**

5. Embed sustainability criteria, including local economic impact criteria, into Gatwick's procurement processes.

Biodiversity **Action Plan Action:**

3. Maintain a regular schedule of biodiversity surveys to support development of biodiversity action plans.

6. AUDIT FINDINGS

Eight out of ten Obligations / Action Plan Actions audited were found to be on track (i.e. **GREEN**).

Two out of ten Obligations / Action Plan Actions were found to be partially on track (i.e. **AMBER**).

- Air quality Action Plan Action 1: Continue to work with RBBC and business partners to monitor and evaluate local air quality impacts in the context of the Horley Gardens AQMA.
- Surface Access Action Plan Action 8: Cleaner Vehicles: Apply the latest Euro Standards for cleaner vehicles in new vehicle contracts

No Obligations / Action Plan Actions were found to be not on track (i.e. **RED**).

7. OUR ENVIRONMENTAL PERFORMANCE

Metric	2010	2011	2012	2013	2014	2015	% change 2014-15	Data Source
CARBON								
Carbon scope 1 (tCO ₂ eq)	16,499	14,579	13,202	13,589	10,759	11,151	3.64%	RSK
Carbon scope 2 (tCO ₂ eq)	79,106	54,902	48,867	45,791	48,711	44,626	-8.39%	RSK
Carbon scope 3 (tCO ₂ eq)	625,897	660,731	643,087	641,182	692,888	693,909	+0.1%	RSK
Total Carbon emissions (tCO ₂ eq)	721,502	730,212	705,146	700,562	752,358	749,688	-0.49%	RSK
AIR QUALITY								
Air Quality - Nitrogen Dioxide (NO ₂)	36.8	32.3	33.4	32.0	30.6	28.0	-8.50%	RICARDO AEA
Air Quality (PM10)	22.0	24.0	22.0	23.0	23.6	22.0	-6.78%	RICARDO AEA
AIRCRAFT NOISE AND AIRSPACE								
Noise – departure track keeping (%)	97	97.42	97.63	98.04	99.27	99.71	0.40%	GAL
Noise - total noise infringements	0	4	0	0	0	0	0	GAL
Noise - daytime noise infringements	0	0	0	0	0	0	0	GAL
Noise - night-time noise infringements	0	4	0	0	0	0	0	GAL
Continuous Descent Operations Performance (%)	89.7	90.49	88.9	91.36	92.61	89.75	-3.05%	GAL
Total operational & commercial waste collected (tonnes)	9,685	9,206	8,803	9,315	9,803	10,494	7.05%	GAL
WASTE MANAGEMENT								
Operational & commercial waste recycled / reused (%)	41	54.6	40	38.7	40	49.0	7.05%	GAL
Operational & commercial waste recovered for energy (%)	Not Known	15	50	52	39.6	46.6	17.68%	GAL
Operational & commercial untreated waste sent to landfill (%)	Not Known	30.4	10	9.3	20.4	4.3	-78.92%	GAL
Operational & commercial untreated waste per passenger (kg)	0.31	0.27	0.26	0.26	0.26	0.26	0%	GAL
UTILITIES MANAGEMENT								
Water - consumption (m ³)	956,539	754,599	718,369	700,902	655,064	676,249	3.23%	GAL
Water consumption per passenger (litres)	30.50	22.42	20.99	19.77	17.18	16.80	-2.21%	GAL
Electricity - consumption (kWh)	162,621,805	161,234,426	158,798,686	152,934,224	149,607,258	144,848,364	-3.18%	GAL
Gas - consumption (kWh)	75,333,903	59,208,775	62,661,214	64,488,858	50,278,095	55,290,305	-9.97%	GAL
Total energy consumption per passenger (kWh)	7.59	6.62	6.47	6.13	5.24	4.97	-5.15%	GAL
SURFACE ACCESS TO THE AIRPORT								
Passenger public transport use (%)	40.4	42	43.7	42.9	41.4	43.6	5.31%	CAA

The above data is extracted from Gatwick Airport Ltd.'s annual 'Decade of Change' publication and selected performance data was verified by Jacobs, our external auditors and the verification statement can be found within the 'Decade of Change' publication.

8. S106 LEGAL AGREEMENT - PROGRESS REPORT OF OUR PERFORMANCE

Over the following pages we detail our performance against the Obligations and Action Plan Actions included within the S106 Legal agreement as at 31st December 2015.

The following issues are covered – Climate Change (including the Carbon Management Action Plan), Air Quality, Aircraft Noise, Surface Access to the Airport, Development (including the Biodiversity Action Plan), Community and the Economy, Utilities Management, Water Quality and Drainage, Waste Management, Action Planning, Monitoring and Reporting and the Obligations of the Borough Council and the County Council.

A. CLIMATE CHANGE

The Company's Objectives:

- **To reduce the Company's climate impact and help to reduce the impacts of the aviation industry as a whole.**
- **To manage the Company's assets and activities to mitigate the Airport's impact on the water environment.**

Obligation 2.1

2.1 by 30th June 2018 update and publish its report on the Airport and climate change; and

Obligation 2.2

2.2 thereafter continue an ongoing dialogue on climate change initiatives with local authorities and other key stakeholders.

Status: **On Track**

Reported Progress 2015

Reporting on the airport and climate change/ carbon issues was included in the 2014 Decade of Change report. Preparation commenced for five-yearly progress report to DEFRA on GAL's climate change adaptation. Reporting on the airport and climate change/ carbon issues was included in the 2014 Decade of Change report. Preparation commenced for five-yearly progress report to Defra on GAL's climate change adaptation. Maintained engagement with the Gatwick Airport Consultative Committee (GATCOM) on environmental issues; and with the Sustainable Aviation (SA) industry group on the SA carbon roadmap.

Action Plan for 2016

Submit progress report on GAL climate change adaptation to DEFRA. Include reporting on airport and climate change/ carbon issues that was included in the 2015 Decade of Change report. Maintain engagement with GATCOM and Sustainable Aviation. Include carbon and other environmental indicators in dialogue meetings with local authorities.

CARBON MANAGEMENT ACTION PLAN

1. Maintain Gatwick's proactive approach to carbon management in line with our Decade of Change goals by implementing our Energy and Carbon strategy and our action plans on carbon, energy, air quality, waste and surface access.

Status: **On Track**

Reported Progress 2015

Significant energy reduction projects were initiated by the development, airfield and engineering departments as part of our proactive approach to Energy and Carbon strategy. Our 2015 carbon footprinting shows continued improvement on

previous years and further progress towards our 2020 carbon goal. We commenced updating of Decade of Change/S106 Action Plans for 2015-2018 following S106 legal agreement extension to 2018.

Action Plan for 2016

During 2016 we are undertaking a study ('Project ACORN') to identify essential actions (existing and additional) needed to meet 2020 goals on carbon, energy and water; and to consider post-2020 goals. We are also reviewing airside and landside Electric Vehicles initiatives. And, we are undertaking a Carbon Life-Cycle assessment of our current construction and development plans to help shape our forward strategy, policies and goals.

2. Include an update on our approach to climate change in our annual Decade of Change reports and publish an updated report on the airport and climate change resilience by 2018.

Status: **On Track**

Reported Progress 2015

Reporting on the airport and climate change/ carbon issues was included in the 2014 Decade of Change report. Preparation commenced for five-yearly progress report to Defra on GAL's climate change adaptation.

Action Plan for 2016

Report again in 2016 Decade of Change report, on our carbon reduction performance and climate change resilience initiatives. Submit progress report on climate adaptation to Defra by April 2016.

3. Contribute to development of the UK renewable energy sector by continuing to purchase renewable electricity for the airport campus.

Status: **On Track**

Reported Progress 2015

Renewable electricity with REGO certificates continued to be sourced via Haven Power (DRAX).

Action Plan for 2016

Include low-carbon/ renewable energy criteria in the preparation of specifications for letting of post-2016 electricity contract. Develop method for reporting carbon footprint in line with updated GHG Protocol guidelines (location and market based).

4. Encourage airlines to continue developing single engine taxiing to reduce fuel burn as part of A-CDM, and explore ways to report performance.

Status: **On Track**

Reported Progress 2015

On a local level, Gatwick Airport Ltd engages with its airlines via the Flight Operations Performance and Safety Committee where many issues, including reduced engine taxiing, the implementation of Airport Collaborative Decision Making, Continuous Descent approaches and Single Engine taxiing are discussed; all of which help to reduce emissions. At national level, we continued to participate in Sustainable Aviation, including the Climate Change Working Group which began planning for the update during 2016 of its Carbon Roadmap, this work will include examination of current best practices by airlines in tracking/ reporting of single engine taxiing.

Action Plan for 2016

Work with Sustainable Aviation counterparts to gather and assess leading airline practices for tracking/ reporting of single engine taxiing; and include in 2016 carbon footprinting and Decade of Change reporting.

5. Continue annual carbon footprinting with regular in-year monitoring, and ensure retention of external certification standards (e.g. The Carbon Trust Standard, Airport Carbon Accreditation).

Status: **On Track**

Reported Progress 2015

Annual carbon footprinting for 2015 was conducted during February-April 2016. Airport Carbon Accreditation (ACA) recertification for 2014 was undertaken (recertification confirmed in February 2016). Initial preparations for recertification to the Carbon Trust Carbon standard (and inaugural certification to the Carbon Trust Waste and Water standards) commenced in October 2015, for completion in April 2016.

Action Plan for 2016

Complete 2015 Carbon Footprint and Carbon Trust certifications for 2014-2015, by end of April 2016. Develop in-year carbon monitoring system for energy and fuels (Scope 1 and 2 carbon emissions). Undertake ACA recertification for 2015.

6. Report performance through internal governance processes and externally via stakeholder groups, websites and annual reports.

Status: **On Track**

Reported Progress 2015

Carbon KPIs were updated to include an indicator for progress towards 2020 goal (i.e. % reduction under 1990 baseline for Scope 1 and 2 emissions), and to include per passenger emissions. On completion of the 2015 carbon footprinting, 2015 carbon performance is being reported in the Decade of Change report, on our website and to GATCOM. In addition, carbon is a featured issue in internal and external presentations on our environmental performance.

Action Plan for 2016

Continue with this approach to reporting, certification and communication of our carbon performance.

CARBON KEY PERFORMANCE INDICATORS

Carbon	2010	2011	2012	2013	2014	2015
Passengers	31,353,547	33,660,146	34,222,461	35,447,009	38,127,690	40,267,938
Carbon scope 1 (tCO ₂ eq)	16,499	14,579	13,202	13,589	10,759	11,152.8
Carbon scope 2 (tCO ₂ eq) ¹	79,106 ²	54,902	48,867	45,791	48,711	44,625.8
Carbon scope 3 (tCO ₂ eq)	625,897	660,731	643,087	641,182	692,888	693,909.5
Total Carbon emissions (tCO ₂ eq)	721,502	730,212	705,146	700,562	752,358	749,688.1
Total Scope 1 and Scope 2 (tCO ₂ eq)	95,605	69,481	62,069	59,380	59,470	55,778.6
Scope 1 & 2 cumulative % change on 1990 baseline (82,843.5 tCO ₂ e) ³	15.40%	-16.13%	-25.08%	-28.32%	-28.21%	-32.67%
Total Scope 1 & 2 per passenger (kg tCO ₂ eq)	3	2.10	1.80	1.70	1.80	1.40

¹ Location-based method of calculating emissions

² 2010 Scope 2 data includes emissions from third party electricity consumption; once sub-metering was in place from 2011 this is counted in Scope 3.

³ Our 1990 baseline of 82,843.5 tCO₂e was constructed using 1992-95 data. The 1990 baseline does not include emissions related to refrigerant gas losses due to non-availability of data. However, this data is included in our annual reporting on carbon emissions since 2008, and in our % reduction to date against 1990 baseline.

B. AIR QUALITY

The Company's Objective:

In operating and growing the Airport to take reasonable steps to manage emissions to air from airport activities, driving compliance with prevailing air quality standards and seeking where practicable to improve on those standards.

Obligation 3.1

3.1.1 To provide a Fixed Electrical Ground Power supply to any new Aircraft Stand

3.1.2 Not allow the use of Ground Power Units at any Aircraft Stand unless:

3.1.2.1 there is no Fixed Electrical Ground Power installed at the Aircraft Stand;

3.1.2.2 the Fixed Electrical Ground Power which has been installed at the Aircraft Stand is temporarily out of service; or

3.1.2.3 the relevant aircraft is incapable of utilising Fixed Electrical Ground Power by reason of its design or a technical malfunction or the power so supplied is insufficient for the aircraft

Status: **On Track**

Reported Progress 2015

3.1.1 - This specification has continued to be applied to stand construction projects during 2015 (Pier One Construction Project)

3.1.2 - Prior approval is required before any operator can use Ground Power Units -these requests are monitored by Airfield Operations and included in the Airfield Ground Noise Report. The Fixed Electrical Ground Power (FEGP) Gatwick Airport Directive was issued in July 2011. The Auxiliary Power Units (APUs) Gatwick Airport Directive reviewed and issued 02/05/2014. The Gatwick Airport Directive Restrictions on the use of ground power units (GPUs) on aircraft stands reviewed and issued on 4 September 2015 and is scheduled to expire on 30 August 2017.

Action Plan for 2016

3.1.1 - The standard specification for aircraft stands at Gatwick will continue to include FEGP.

3.1.2 - Continue to carry out APU Audits three times a month and report to the Noise and Track Monitoring Advisory Group (Ground Noise standing agenda item). Also continue to carry out Airfield Operations 'aircraft turnaround audits' three times daily which check for, among other things, correct APU usage. Review and re-issue FEGP GAD.

Jacobs Verification Result: **This Obligation is on track** 

Jacobs Verification Summary

Obligation 3.1.1

GAL's technical design standard specification covering Aircraft Stands (Technical Standard - Airside Engineering 20000-XX-Q-XXX-STD-000009_05_FEGP, revision 05, April 2013) includes a requirement to provide a Fixed Electrical Ground Power (FEGP) supply (Section 5.4). All airfield engineering designers are required to comply with the Airside Engineering Technical Standard: it is included within GAL design specification package of documents issued to them when they are appointed to complete design works at GAL. Throughout the design process, GAL has regular design review meetings with the designers as the design progresses. At each design stage – 'Tollgate' the design is signed off by GAL against the GAL Technical Standard requirements.

In 2015, GAL commissioned five new Aircraft Stands with FEGP as part of the Pier One Construction Project. GAL included the FEGP requirement in the design specification with reference to the Airside Engineering Technical Standard (Section A.1.12.7, ST Baggage & Pier 1 – Phase 2 Prime Contractor Services, Document Number 20209-XX-P-XXX-CON-000003, 10th 14

September 2012) and the electrical performance design specification set out a specific FEGP equipment type (AXA 2300 units) (Section V17 of the Electrical Performance Specification, Document Number 20209-XX-E-800-SPE-000002). Subsequently GAL changed the FEGP equipment specification for Pier One to Hitzinger units following award of a 'framework' contract to Hitzinger.

GAL also has a FEGP asset programme to retrofit FEGP or upgrade existing FEGP units.

Obligation 3.1.2

GAL restricts the use of Ground Power Units (GPU) via the Gatwick Airport Directive (Restrictions on the use of GPU on Aircraft Stands, GAD/F:35/15, last updated on 04/09/15) which states the restrictions using the same wording as used in the S106 legal agreement Obligation points 3.1.2-3.1.3. The GAD is issued to airline operators and includes the requirement to obtain prior permission for use of a GPU with instructions and contact details. It states the responsibility of Airside Operations to record the date, time, location and reason for the use of GPU.

'S106 spot checks' are made randomly as part of the APU/GPU usage monitoring programme, which is three audits per month per stand, and the daily turnaround audits where FEGP usage is monitored and recorded.

GAL reports the GPU approval requests made by airlines; FEGP availability; and the results of Auxiliary Power Unit (APU) spot checks that are made three times per month in the quarterly Ground Noise Report. GAL also produces a quarterly Ground Noise Commentary report that summarises the key points from the quarterly Ground Noise Report.

The following table summarises the 2015 GPU and FEGP availability from the Ground Noise Commentary reports.

2015 Quarter	GPU Usage		FEGP Availability
	Without dispensation	With dispensation	
Jan - Mar	0	3	100% - 99.99%
Apr - Jun	0	6	99.74% - 96.92%
Jul - Sep	0	8	100% - 99.76%
Oct - Dec	0	8	99.99% - 99.96%

Jacobs is satisfied that the progress of Obligation 3.1 is on track.

Jacobs Commentary and Recommendations

No recommendations to date.

Jacobs Suggestions

It is noted that in association with the FEGP initiative GAL recognises the environmental impacts of noise and air emissions from the running of APUs and has measures in place to reduce APU usage, including a GAD and daily monitoring of APU usage. It is suggested that GAL could consider further options to reduce APU usage by exploring the provision of Pre Conditioned Air.

GAL Response

Regarding the suggestion by Jacobs, Gatwick Airport Ltd has previously explored the possibility of introducing Pre-Conditioned Air (PCA) facilities to our aircraft stands. At the present time it has not been deemed to be viable due to a combination of the mild climate, low level of APU usage and the significantly increased energy usage that PCA involves.

Obligation 3.2

To participate actively with the County Council, Borough Council and Adjoining Authorities:

- 3.2.1 to avoid breaching the EU Limit value for NO₂;
- 3.2.2 to ensure that all other relevant air quality standards continue to be met; and

3.2.3 to develop and implement any Local Air Quality Management Area action plan that may be required to address air quality in the vicinity of the Airport where that air quality is materially affected by airport derived emissions including those from airport operations fixed plant and surface access

3.2.4 provided the necessary standards have been promulgated to participate in a project to quantify residential exposure within the Horley AQMA to aviation derived ultrafine particles and to provide 50% of the cost of such project to Reigate and Banstead.

Status: **On Track**

Reported Progress 2015

Air quality monitoring was maintained at three local sites and on the airport, and performance data was provided on a timely basis to the local Councils and other stakeholders through agreed governance mechanisms.

3.2.1 / 3.2.2 - In 2015, we did not breach the annual Air Quality limits. We commenced preparation of a study of airfield and our aviation fuel facility emissions which will be completed by 2016.

3.2.3 – The Local Authorities have not requested the creation of Local Air Quality Management Area Action Plan. Our Section 106 / Decade of Change Air Quality Action Plan has been updated to cover the period 2015 – 2018. This contains seven actions and air quality Key Performance Indicators.

3.2.4 – This has not been progressed during 2015 as the necessary standards have not yet been promulgated that would make such an undertaking feasible.

Action Plan for 2016

Continue to maintain zero breaches for NO₂ and other air quality standards, and all related monitoring and reporting. Continue to implement ongoing elements of the 2015 – 2018 Air Quality Action Plan. Complete airfield and fuel facility emissions mapping and consider the findings arising from it.

Obligation 3.3

The Company will during the period of this Agreement provide Reigate and Banstead with the following financial support for their activities relating to air quality in the vicinity of the Airport:

3.3.1. a payment of Sixty five thousand pounds (£65,000) on or before 30th April in each calendar year 2015 to 2018 inclusive

3.3.2. purchasing in accordance with a specification and programme set by Reigate and Banstead and thereafter leasing to Reigate and Banstead at nominal cost (say £1 per site per annum) such equipment as is needed to be replaced in order to maintain the current programme of air quality monitoring on three permanent sites, the cost and periodic replacement of the existing equipment being anticipated as:

£40,000 in 2015 for site RG3

£21,000 in 2017 for site RG2

3.3.3 the company will also arrange twice-yearly meetings with Reigate and Banstead to discuss progress with air quality monitoring the results thereof and any further initiatives that may be deemed appropriate as well as the Company's progress with implementing its Air Quality Action Plan

Status: **On Track**

Reported Progress 2015

Payment of £65,000 was made to Reigate and Banstead Borough Council for the year 2015.

A further payment of £40,000 was made, as required in respect of site RG3.

Twice yearly exclusive 'Air Quality' meetings didn't take place however, regular email and telephone discussions continue to take place, with the offer of any further assistance, should the need arise. More general 'Section 106' meetings continued during the year.

Action Plan for 2016

Email and telephone contact will continue with dedicated air quality meetings restated if required or requested by either party. Section 106 quarterly meetings to continue, where Air quality matters may be discussed should the need so arise. Financial contribution for 2016 is £65,000.

Obligation 3.4

The Company will undertake a programme of studies of NOx/NO2, PM10 and PM2.5: attributable to activity at the Airport as detailed in the Air Quality Action Plan

Status: **On Track**

Reported Progress 2015

Airfield and fuel facility emissions studies commissioned in 2015 which will detail all emissions attributable to the operations of the airfield and fuel facility only at this stage.

Action Plan for 2016

Airfield and fuel facility emissions report published relating to the airfield and fuel facility; the findings of which will be evaluated and used to inform future strategies relating to the airside environment.

AIR QUALITY MANAGEMENT ACTION PLAN

1. Continue to work with RBBC and business partners to monitor and evaluate local air quality impacts in the context of the Horley Gardens AQMA.

Status: **On Track**

Reported Progress 2015

Air Quality Monitoring, in partnership with the Reigate and Banstead Borough Council (RBBC) remains in place, with Gatwick Airport contributing the required funding as detailed in the Section 106 Legal Agreement. GAL has also continued to work with its business partners (independent air quality monitoring consultants) to monitor air quality at Horley Gardens AQMA. If any negative change is identified within the Horley Gardens AQMA, RBBC will advise Gatwick Airport Ltd and necessary remedial action will be undertaken.

Action Plan for 2016

To continue with the Air Quality Monitoring Programme and to meet our Obligations as detailed within the Section 106 Legal Agreement.

Jacobs Verification Result: **This Action Plan Action is partially on track**



Jacobs Verification Summary

GAL has continued to work with RBBC and its business partners (independent air quality monitoring consultants) to monitor and evaluate local air quality impact in the Horley Gardens AQMA. As reported in GAL's 2015 Decade of Change Performance Report the Nitrogen Dioxide levels for the monitoring sites (RG1 and RG2³) are below the legal standard of

³ RG1 and RG2 are located in Horley Gardens Estate (NE of the Airport)

40 $\mu\text{g m}^{-3}$ and are lower than the preceding year. The air particulate matter levels, PM_{10} for 2015 are also under the legal standard of 40 $\mu\text{g m}^{-3}$ and have been maintained roughly at historic levels.

GAL has also continued to provide funding to RBBC for the effective operation and maintenance of the three permanent sites chosen by RBBC – RG1, RG2 and RG3. In 2015, £65,000 was paid as per Obligation 3.3 in the S106 legal agreement.

Equipment at the RG3 site was due for replacement in 2015 and a sum of £40,000 was due to RBBC as per Obligation 3.3.2. The money for the replacement of equipment at the RG3 site was not paid in 2015 as RBBC would only invoice GAL once final payment to the supplier had been made which was on 15/03/16.

GAL maintained regular contact through emails with Leon Hibbs, the Air Quality Manager for Reigate and Banstead Borough Council (RBBC) in 2015. It is noted that no face to face meetings were made with Leon Hibbs in 2015 who has confirmed that email correspondences with GAL was adequate.

As per the S106 legal agreement, CBC is to organise an annual meeting to discuss Air Quality Monitoring and Modelling issues and outcomes with the Local Authorities in the area surrounding Gatwick (which includes Horsham, Mole Valley, Crawley and Tonbridge) and GAL. In 2015 the Local Authorities decided a face to face meeting was not necessary but would replace the meeting with an update from all the parties concerned. GAL provided information on the timing of the airfield emissions mapping project and also the airfield AQ monitoring report for the period 1 July to 30 September 2015. Jacobs received information from the Local Authorities that the information provided was not sufficient as the Local Authorities did not receive a summary about what had been happening with air quality at Gatwick over 2015.

RBBC and GAL also produce a joint Air Quality Monitoring Report yearly which is then presented to the Gatwick Airport Consultative (GATCOM) Steering Group. At the time of the audit, the report for 2015 has yet to be finalised.

It is noted that there were no significant negative changes in air quality in the Horley Gardens AQMA.

As GAL did not provide the information requested at the annual meeting on Air Quality Monitoring and Modelling with the Local Authorities, it is considered that progress is partially on track with this Action Plan Action.

Jacobs Commentary and Recommendations

It is recommended that GAL contributes to the annual meeting on Air Quality Monitoring and Modelling with the surrounding Gatwick Authorities and respond promptly to any engagement when requested.

Jacobs Suggestions

No suggestions to date.

GAL Response

In relation to Jacobs' recommendation, we have already assigned GAL staff to attend the 2016 meeting with local authorities.

2. Create a map of emissions sources and types for Gatwick, taking account of A-CDM implementation, as input to further development of air quality and carbon management activity.

Status: **Partially On Track**

Reported Progress 2015

During 2015, Gatwick Airport Ltd commenced the preparatory works with our Consultants to undertake this activity, which will include the airfield campus including the airport fuel facility. This work will complete in 2016.

Action Plan for 2016

To complete the map of emissions sources focussing on the airfield campus and airport fuel facility.

3. Use findings from updated airport emissions map to identify potential cost-effective and operationally sensible opportunities for emission reductions from airside ground operations.

Status: **On Track**

Reported Progress 2015

Not Applicable - Action Plan Action introduced in late 2015.

Action Plan for 2016

Once the emissions map has been completed, the information will be evaluated and utilised to identify opportunities for reductions.

4. Continue to engage with airlines and industry partners at UK level through our Innovation Forum and through Sustainable Aviation, and in relevant fora at European and international level, about best practice on new technologies and techniques to improve local air quality.

Status: **On Track**

Reported Progress 2015

On a local level, Gatwick Airport Ltd engages with its airlines via the Flight Operations Performance and Safety Committee where many issues, including reduced engine taxiing, the implementation of Airport Collaborative Decision Making, Continuous Descent approaches are discussed; all of which have a direct effect on our on-airport air quality. At a national level, Gatwick Airport Ltd continues to be an active member of Sustainable Aviation and representatives attend numerous working groups of the initiative, including the Air Quality Working Group.

Action Plan for 2016

To continue our programme of engagement with airline and industry partners at both a local and national level.

5. Continue to report on FEGP usage as part of quarterly Ground Noise Report, and develop annual summary on FEGP usage for inclusion in public reporting.

Status: **On Track**

Reported Progress 2015

Fixed Electrical Ground Power - FEGP availability continues to be reported on a quarterly basis to the Noise and Track Monitoring Advisory Group under the 'Ground noise' agenda item. Also discussed under this agenda item is the number of dispensations granted to utilise Ground Power Units and also the results from the regular airfield audits of aircraft Auxiliary Power unit usage and compliance with the Gatwick Airport Directive in force which limits their use.

Action Plan for 2016

To continue reporting FEGP availability, Ground Power Unit dispensations and Auxiliary Power compliance on a quarterly basis to the Noise and Track Monitoring Advisory Group under the Ground noise standing agenda item.

6. Maintain on-airport air quality monitoring sites and report on performance against established KPIs.

Status: **On Track**

Reported Progress 2015

On-airport air quality monitoring remained in place during 2015 and performance against our KPIs reported accordingly in our Decade of Change and Section 106 annual Monitoring Report.

Action Plan for 2016

To continue the programme of on-airport Air Quality monitoring and to report the results accordingly.

7. Report performance internally through Decade of Change governance. External data to be agreed with AQ Steering Group prior to publication at GATCOM.

Status: On Track

Reported Progress 2015

Air Quality performance both from the on-airport Air Quality Monitoring Programme and the RBBC Horley AQMA information was reported through the Gatwick Airport Ltd 'Decade of Change' publications and Section 106 Annual Monitoring Reports.

Action Plan for 2016

To continue the programme of on-airport and Horley AQMA Air Quality Monitoring and to report the results accordingly

AIR QUALITY KEY PERFORMANCE INDICATORS

Year	2010	2011	2012	2013	2014	2015
Nitrogen Dioxide: NO₂ annual average (µg m³) Legal standard: 40						
Site RG1	28.9	21.1	22.7	21.7	21.8	21.1
Site RG2	31.2	28.8	31.2	28.5	28.5	26.4
Site RG3	20.5	17.8	23.2	19.3	17.5	14.0
Site LGW3	36.8	32.3	33.4	32.0	30.6	28.0
Particulate Matter: PM₁₀ annual average (µg m³), VCM corrected Legal standard: 40						
Site RG1	19.7	21.7	19.4	20.1	18.7	19.2
Site LGW3	22.0	24.0	22.0	23.0	23.6	22.0

Air Quality monitoring sites are located Off Airport (RG1, 2, 3) and On Airport (LGW3)
 – RG1 and RG2 are located in Horley Gardens Estate (NE of the Airport)
 – RG3 is located in Poles Lane, Crawley (SW of the Airport)

ANNUAL SUMMARY ON FIXED ELECTRICAL GROUND POWER AVAILABILITY AND AIRCRAFT ENGINE TESTING

Aircraft Engine Tests 2015				
Q1	Q2	Q3	Q4	Total
35	47	48	50	180
All took place within the defined hours, as specified in the Gatwick Airport Directive. The total number of aircraft engine tests remains below the Legal Agreement limit.				
Auxiliary Power Unit (APU) Compliance Checks 2015				
<ul style="list-style-type: none"> • 3 random checks carried out each month. During these checks the following were observed for 2015: • 22 aircraft running their APU which were compliant with the GAD • 2 aircraft running their APU which were non-compliant with the GAD • 1077 aircraft parked and not running their APU. 				
Ground Power Unit (GPU) Dispensation 2015				
Q1	Q2	Q3	Q4	Total
3	6	8	8	25
There were no occurrences of a GPU being run without dispensation.				

Fixed Electrical Ground Power (FEGP) Availability During Core Hours

FEGP availability is measured between the following agreed core hours 00:00-11:00 and 19:00-00:00. Target measure is 99%. This measure forms part of the Gatwick Airport Ltd Core Service Standards. Core Service Standards measures are defined and targets set in agreement with the airlines and endorsed by the Civil Aviation Authority (CAA).

2015	North Terminal	South Terminal
January	100.00	100.00
February	100.00	100.00
March	100.00	99.98
April	93.94	100.00
May	93.98	100.00
June	93.98	99.86
July	99.93	99.85
August	99.96	99.93
September	100.00	99.52
October	99.99	99.99
November	99.98	99.99
December	99.99	99.96
Average 2015:	99.48	99.92

% Runway Direction in Use 2015

Westerly – 70.11%
Easterly – 29.89%

Total Aircraft Movements 2015

Q1	Q2	Q3	Q4	Total
55,003	71,139	80,151	61,484	267,777

C. AIRCRAFT NOISE

The Company's Objective:

To employ all reasonably practicable means of minimising the aircraft noise impacts associated with maximum use of Gatwick Airport's runway capacity, within the framework established by Government.

Obligation 4.1

With the aim of providing a continuing incentive to airline operators to reduce the noise impact of departing aircraft at the Fixed Noise Monitoring Locations and subject to any requirements imposed by the Company's appropriate regulator to give due consideration when preparing and reviewing the Noise Action Plan to the retention and possible increase of the Noise Supplements payable by such operators on account of infringement by their aircraft of noise thresholds on departure.

Status: **On Track**

Reported Progress 2015

Fining levels arising from aircraft noise infringements continues to be subject to ongoing review at ANMAC (Aviation Noise Management Advisory Committee – chaired by the Department for Transport).

Action Plan for 2016

Continue as an active member of ANMAC to finalise aircraft noise limit review.

Obligation 4.2

Maintain differentials in the charges on aircraft movements at the Airport, subject to any requirements of the Company's appropriate regulator so as to encourage airlines to use quieter and cleaner aircraft types.

Status: **On Track**

Reported Progress 2015

In 2015, take-off and landing charges continued to be differentiated by aircraft noise certification and emissions charges continued to be differentiated by the NOx rating of the aircraft. Lower charges apply to aircraft that produce less noise and fewer emissions, thereby incentivising airlines to use quieter and cleaner aircraft types. A new summer night charge band was introduced in 2015 that increases the take-off and landing charges applying to aircraft which operate during the summer night period (22:30 – 04:59 UTC, April to October). The charges that apply during this period are differentiated by aircraft noise certification. This has increased the pricing signals that apply to aircraft that operate during the sensitive night period.

Action Plan for 2016

GAL initiated a phased consultation on the structure of aircraft noise charges during last year's airport charges consultation process and will conclude the consultation this year. Over 95% of aircraft movements are performed by aircraft that are compliant with the ICAO Chapter 4 noise standard, currently GAL's lowest noise charging category. GAL intends to strengthen pricing signals by recognising the new ICAO Chapter 14 noise standard in the structure of charges. In the context of the recommendations of the Independent Arrivals Review report, GAL will also consult on a proposal to introduce a noise penalty for A320 family aircraft that do not have vortex generators fitted by 31 March 2018.

Obligation 4.3

With the aim of managing the impact of air noise and restricting so far as is reasonably practicable the extent of the air noise contours associated with full use of the Airport's runway to engage with airlines, DFS (the Airport's control tower operator), NATS and other relevant parties through the Flight Operations Performance Committee and or by other appropriate means and use all reasonable endeavours to secure the benefits to be derived from existing or future regulations procedures and codes of practice applicable to aircraft in flight.

Status: **On Track**

Reported Progress 2015

We continued to engage with our Air Navigation Service Providers and airline partners through the FLOPSC forum to help drive airport performance improvements with our noise mitigation measures as detailed in the London Gatwick Aeronautical Information Publication.

Action Plan for 2016

We will continue to maintain our engagement activities to ensure that we continue to drive improvements in the way the airport operates - for example working through our partners at FLOPSC to continue to drive up compliance with departure track-keeping, Continuous Descent Approaches as well as ongoing interaction with the Innovation Group.

Obligation 4.4

With the aim of mitigating the possible impact of future growth in aircraft engine testing at the Airport:

4.4.1 If the annual number of ground run engine tests occurring within any rolling 6 month period reaches 250 and remains at or in excess of that number for six successive months or if such a situation is forecast in consequence of confirmed airline plans to undertake additional aircraft maintenance at the Airport the Company shall within the following nine months undertake and conclude a process of discussion and consultation with the Councils with the objective of:

4.4.1.1 assessing the impact of such testing on local communities;

4.4.1.2 evaluating the feasibility and benefits of alternative means of managing or mitigating any material impact including:

- increased restrictions on the times of day when tests would be permitted;
- changes to the locations favoured for engine tests;
- the construction and operation of a ground run pen; and

4.4.1.3 identifying the preferred means of managing or mitigating any material impact

4.4.2 The Company will subsequently and if reasonably practicable within six months in accordance with a programme to be agreed with the Councils introduce such measures as may be agreed with the Councils as appropriate to manage or mitigate the impact of ground noise arising from engine testing saving that:

4.4.3 In the event of the construction of a ground run pen being the agreed means of mitigation the Company will within six months of agreeing the mitigation programme with the Councils seek and following permission implement the planning permission for a ground run pen as soon as is reasonably practicable and thereafter maintain it in use

Status: **On Track**

Reported Progress 2015

Gatwick Airport Ltd continues to maintain monitoring processes and controls regarding aircraft engine testing. Aircraft engine testing is strictly monitored and records kept by our Airside Operations Team; this is then reported through the Ground Noise standing agenda items and the Noise and Track Monitoring Advisory Group (NaTMAG) meeting.

During 2015, a total of 180 aircraft engine tests took place. All took place within the defined hours, as required.

The total number of aircraft engine tests remains below the Legal Agreement Limit.

Action Plan for 2016

We will continue to maintain our monitoring processes and report compliance with the engine testing Obligation through the Ground Noise standing agenda item at the NaTMAG meeting.

There are currently no plans to increase the number of aircraft engine run tests carried out.

Obligation 4.5

To undertake an annual programme of engagement to explain and educate local authority members, members of GATCOM and other invited guests (to include residents from affected communities) about noise issues and airspace change at the Airport. This programme of engagement shall include a number of localised seminars and a major annual seminar if requested by the Councils.

Status: **On Track**

Reported Progress 2015

Gatwick Airport Ltd continued to meet with a wide range of noise stakeholders during 2015, including but not limited to various Parish Councils (through engagement meetings), the Gatwick Noise Monitoring Group, the Noise and Track Monitoring Advisory Group (NaTMAG), the Gatwick Airport Consultative Committee (GATCOM) and residents from the affected communities.

Separate to these meetings, the airport also held a further Airspace Seminar in March 2015, invited to that were local authority members, local authority officers, representation from various community pressure groups surrounding the airport, local community members and business partners to name but a few.

Action Plan for 2016

To continue the regular meeting programme and to host a further airspace Seminar in May 2016.



Jacobs Verification Summary

GAL's 2015 programme of engagement for Noise and Airspace change is as follows:

1) Parish Council Engagement Meetings

GAL held a total of 12 engagement meetings at various locations with various parish councils. Invites were sent directly to the parish councils. The meetings were attended by representatives from parish councils and town councils within the vicinity of the meeting location. Record of attendance was taken at each meeting. Meetings lasted up to three hours.

The meeting agenda included:

- updates from GAL,
- updates on the Airports Commission consultation and GAL's response,
- changes to aircraft noise and space and
- discussions on issues that are of interest to the local community.

Dates of the meetings are listed below:

Parish Council	Meeting dates
Southwater	Wednesday, 11th February 2015
Chiddingstone	Wednesday, 25th February 2015
Horsham	Tuesday, 10th March 2015
Lingfield	Wednesday, 18th March 2015
Reigate	Wednesday, 15th April 2015
Crowborough	Wednesday, 10th June 2015
Southborough	Friday, 20th May 2016
Crawley	Wednesday, 15th July 2015
East Grinstead	Wednesday, 12th August 2015
Henfield	Friday, 16th September 2016
Lodge Hill	Tuesday, 13th October 2015
Dorking	Wednesday, 4th November 2015

Actions arising from these meetings are recorded in an action log ("Parish Council Events 2015 & Action Log.xls") maintained by GAL.

These parish council meetings were not open to the general public but GAL suggested to the councils to invite two representatives from their local campaign groups.

2) Gatwick Noise Monitoring Group (GNMG)

The GNMG consists of Environmental Health Officers and associated noise professionals from the Local Authorities surrounding Gatwick Airport, the Technical Advisor from the Gatwick Airport Consultative Committee (GATCOM), the Gatwick Airport Flight Team Performance Manager and GAL's independent acoustic consultants. It is chaired by GAL's Flight Performance Manager, Brendan Sheil.

The bi-annual GNMG meetings were held on:

- 13th May 2015
- 18th Nov 2015

More details of these meetings are found under the AMR verification section of this report on Noise Action Plan 6.

3) Noise and Track Monitoring Advisory Group (NaTMAG)

NATMAG brings together representatives from GAL, the Department for Transport, NATS, airlines, local authorities and members of GATCOM. The group discusses a wide range of noise and track-keeping issues and monitors track keeping performance, night engine testing and ground noise complaints. The meetings are minuted and are published on GAL's website at: <http://www.gatwickairport.com/business-community/aircraft-noise/fpt-reportspublications/natmag-minutes/>

The group met four times in 2015.

- 26th February 2015
- 28th May 2015
- 24th Sep 2015
- 26th Nov 2015

4) Gatwick Airport Consultative Committee (GATCOM)

GATCOM is a statutory advisory body constituted by Gatwick Airport Limited in accordance with the Civil Aviation Act 1982 (as amended by the Airports Act 1986). It has 28 appointed representatives from a wide range of interests including local authorities, civil aviation, passenger, business, tourism and community and environmental groups. A Government representative is also present at the main Committee meetings, together with GAL's Chief Executive and his senior management team. GATCOM meets four times a year and considers issues and questions in connection with the operation and development of Gatwick and its impact on local communities, passengers, airlines and other users of the airport.

These meetings are open to the public.

The dates of the meetings were:

- 29th Jan 2015
- 23rd Apr 2015
- 16th Jul 2015
- 22nd Oct 2015

These meetings are minuted and can be found on the GATCOM website at: <http://www.gatcom.org.uk/>

Some of the noise related items discussed in the meetings held in 2015 included (but were not limited to):

- Airspace changes,
- GAL's on-going programme of engagement and highlighted the importance of ensuring parish councils and community groups are informed and engaged,
- The implementation of Precision-Area Navigation (P-RNAV) on all other departure routes and its impact on communities under the flight path,
- Consideration of the Independent Technical Adviser's paper summarising the results of the DfT's noise monitoring (undertaken by the CAA on behalf of the DfT) at Gatwick in 2013 and 2014,
- Monitoring delivery of the END Noise Action Plan 2013 – 2018, and
- Consideration of issues raised during the NATMAG meetings.

5) Gatwick Airspace Change Seminar.

This was held on 4th March 2015 at the Sofitel Hotel (Gatwick Airport). All GATCOM/NATMAG members and a wide range of other stakeholders such as environmental groups, Members of Parliament, Councillors and Environmental Health Officers were invited to attend.

The speakers at the seminar included:

- Stewart Wingate (CEO, GAL)
- Ian Findell (Independent Noise Expert)
- Tim May (UK Airport Noise & Air Quality Manager, Department for Transport)
- Geoff Burtenshaw (PBN Implementation Lead, CAA)
- Eddie Redfern (Head of Regulatory Affairs (Aviation), TUI Group)
- Tom Denton (Head of Corporate Responsibility, GAL)
- Richard Streatfeild (Chair, High Weald Councils Aviation Action Group)
- Mike Ward (Chair, Plane Wrong)

- Sally Pavey (Chair, Communities Against Gatwick Noise & Emissions)
- John Byng (Vice Chair, Gatwick Area Conservation Campaign)

The presentations from the event are available on YouTube: <https://www.youtube.com/user/londongatwickairport>.
A summary of the event and the issues that were raised can be found on the West Sussex Country Council webpage: <http://www2.westsussex.gov.uk/ds/cttee/gat/gat230415i11d.pdf>

At the event, GAL's Head of Corporate Responsibility gave an overview of GAL's noise mitigation performance and the current review being undertaken of airspace change proposals and how new technology can be implemented and used to maximise the environmental benefits.

6) Community engagement programme.

This took place in autumn 2015 consisting of a number of open days to which local county and town councillors from Surrey, Sussex and Kent were invited. Invites were sent to the Leaders of each Council. Those attending were taken on a tour of the airfield, received presentations from operational staff and also had the opportunity throughout the day and at a specific question and answer session to ask questions. Over 140 councillors have attended these open days in 2015.

GAL also circulated its own magazine 'Gatwick Airmail' to over 500,000 residents in the surrounding 245 parish councils.

It is understood from GAL that informal meetings also took place with individual residents but these were not recorded on the system.

Jacobs is satisfied that the progress of Obligation 4.5 is on track.

Jacobs Commentary and Recommendations

It is recommended that all meetings (including informal sessions with residents) and events that take place through GAL's programme of engagement for Noise and Airspace change should be recorded.

Jacobs Suggestions

No suggestions to date.

GAL Response

The recommendation on community meeting record-keeping will be addressed in our 2016 work programming.

AIRCRAFT NOISE MANAGEMENT ACTION PLAN

1. Implement and deliver against the actions contained within this action plan and the END Noise Action plan, and report performance through internal governance process and externally via stakeholder groups, websites and annual reports

Status: **On Track**

Reported Progress 2015

The use of Key Performance Indicators allows us to track the performance against elements of the Noise Action Plan. Regular reports are produced and our performance is reviewed at the quarterly Noise and Track Monitoring Advisory Group meetings whose membership includes key local community stakeholders.

Action Plan for 2016

We will continue to use key Performance Indicators and produce regular reports for review. The END Noise Action plan will remain as a standing item on the NATMAG agenda.

2. Review noise certification categories that apply to take off and landing charges including the potential to strengthen price signalling by disaggregating Category 4.

Status: **On Track**

Reported Progress 2015

Work has continued through ANMAC in reviewing the current noise limits at designated London Airports.

Action Plan for 2016

The airport will review the level of fines for future noise infringements, as well as continuing to engage with ANMAC on the current noise limit.

3. Continue to engage with airlines on 'fly quiet and clean' initiatives through FLOPSC and the Innovation Group."

Status: **On Track**

Reported Progress 2015

Airline CDO and track keeping performance statistics are circulated each month to all airlines and discussed bi-monthly at the Airport's FLOPSC committee. Annual performance by airline is also published in the Flight Performance Team's annual report.

Action Plan for 2016

We will continue to engage with airlines through the regular FLOPSC meetings and also work to improve CDO performance across the board. As recommended in the recently published Arrivals Review we will also look at implementing an enhanced CDO procedure for Gatwick.

4. Gatwick will continue to engage actively with Government, the Regulator, Sustainable Aviation and such ad hoc reviews that may be established, and will respond appropriately to all consultations, engagement exercises and recommendations arising from those activities.

Status: **On Track**

Reported Progress 2015

We attend regular meetings and workshops organised by Sustainable Aviation for both Noise and Operational Improvement and engage fully with all activities working in a collaborative way with other members.

Action Plan for 2016

Gatwick has committed to lead and share our best practice methodology regarding on the Airport's APU Compliance with the Sustainable Aviation members. We will continue to be a fully active member and work collectively within the group.

5. Undertake independent benchmarking with comparable airports of our performance on operational noise management and communications.

Status: **On Track**

Reported Progress 2015

A consultant has been engaged to begin work on benchmarking our performance on noise management and community engagement.

Action Plan for 2016

It is planned that a benchmarking study on noise management and community engagement will be completed and published.

6. Continue to maintain programme of community noise monitoring and engage with local environment and health officers and stakeholders no less than twice a year on noise and airspace issues.

Status: **On Track**

Reported Progress 2015

Our community Noise Monitoring programme has continued with the completion of noise monitoring at an additional area in Bidborough and the publication of one additional noise monitoring report for Billingshurst. We meet every 6 months with the local environmental health officers to assess and discuss the output from our network of noise monitors.

Action Plan for 2016

We will continue to maintain programme of community noise monitoring and engage with local environment and health officers and stakeholders no less than twice a year on noise and airspace issues.

Jacobs Verification Result: **This Action Plan Action is on track**



Jacobs Verification Summary

GAL has continued to maintain its programme of community noise monitoring which consists of a number of noise monitors placed in different locations to get a better understanding of the levels of aircraft noise in the communities surrounding Gatwick Airport.

Details of the noise monitoring programme and results can be found on GAL's website at: <http://www.gatwickairport.com/business-community/aircraft-noise/whatwere-doing/community-noise-monitoring/> Each noise monitor placement is considered on its merits and an agreed process is in place to ensure monitors are placed with due consideration. The GNMG and NaTMAG will consider localities that may benefit from the community noise monitoring programme. The GNMG consists of local environmental health officers and appointed members from GATCOM, GAL's independent acoustic consultants and is chaired by GAL's Flight Performance Manager, Brendan Sheil.

The noise monitoring for Billingshurst started in Jul 2013 was completed in June 2014 and the report was published on 13 April 2015. The noise monitoring at Bidborough near Tunbridge Wells took place from Sep 2013 to Aug 2015. The full report will be available in 2016. The noise monitoring reports are available on the GAL website: <http://www.gatwickairport.com/business-community/aircraftnoise/what-were-doing/community-noise-monitoring/> Requests for additional monitors are reviewed by NaTMAG and the Gatwick Noise Monitoring Group (GNMG) in line with the process and criteria summarised below⁴:

- When deciding where to locate monitors, the main aim is to achieve an equable geographical spread around the airport so that as many communities as possible are covered by the scheme.
- Requests to have monitors positioned in specific locations are considered and all such requests should be made to the local Gatwick Consultative Committee (GATCOM) member. If one does not know their GATCOM member the parish council will pass on the request.
- Is there a noise monitor already in the area? If there is already a monitor close by, then it's unlikely that another monitor will be placed in the locality.
- Has there been a noise monitor previously in the area? If there has been a monitor in the locality or close by within the last three years then it's unlikely that another monitor in the area will be placed so soon.

- Is the area regularly overflowed by aircraft flying to or from Gatwick Airport? If the answer is no, the request would not be considered as the main aim of the scheme is to measure noise from aircraft.

GAL also consults with the parish councils for suitable locations of the monitors. GAL has met with the local environmental health officers every 6 months (at the biannual GNMG meeting) to assess and discuss the output from their network of noise monitors.

The bi-annual GNMG meetings were held on 13th May 2015 and 18th Nov 2015.

The bi-annual GNMG meeting on 13th May 2015 (held at Gatwick Airport) was attended by the Local Authorities – Reigate & Banstead Borough Council, Crawley Borough Council, Mid Sussex District Council, Horsham District Council, independent acoustic consultant from Applied Acoustic Design and GAL.

The following items were discussed at this meeting:

- 1) Review of data from current mobile noise monitoring sites including statistical Climate Analysis.
- 2) Review of Billingshurst noise monitoring summary report.
- 3) Process of site selection and how it can be communicated to local communities.
- 4) Future location of mobile noise monitoring terminals
- 5) Agreed future sites

The meeting on 18th Nov 2015 (held at Gatwick Airport) was attended by the Local Authorities – Reigate & Banstead Borough Council, Crawley Borough Council, Mid Sussex District Council, Horsham District Council, independent acoustic consultant from Applied Acoustic Design and GAL.

The following items were discussed at this meeting:

- 1) Review of data from current mobile noise monitoring sites.
- 2) Review of Bidborough noise monitoring summary report.
- 3) Future location of mobile noise monitoring terminals
- 4) Agreed future sites.

Jacobs is satisfied that the progress of Action Plan Action 6 is on track.

Jacobs Commentary and Recommendations

No recommendations to date.

Jacobs Suggestions

No suggestions to date.

GAL Response

No comments

NOISE CONTOUR STATISTICS

	2007	2008	2009	2010	2011	2012	2013	2012	2014	2015
57dBA L _{aeq} daytime contour population	4,500	4,800	3,700	3,600	2,850	3,050	3,650	3,250	3,300	TBC
57dBA L _{aeq} daytime contour area (km ²)	46.7	49.0	46.7	41	39.6	40.4	41.2	40.9	42.2	TBC
48dBA L _{eq} night contour population								11,200	12,850	TBC
48dBA L _{eq} night contour area (km ²)								91.8	103.5	TBC

NOISE KEY PERFORMANCE INDICATORS

NOISE KPIs	2010	2011	2012	2013	2014	2015
Total Aircraft Movements	240,505	251,068	246,811	250,562	259,979	267,767
Total Passengers	31,353,547	33,660,146	34,222,461	35,447,009	38,127,690	40,267,938
Night Quota Movements Summer	9,875	9,859	9,837	9,998	11,147	11,149
Night Quota Movements Winter	2,160	1,411	1,603	1,510	1,736	1,872
Chapter 4 (or equivalent) aircraft %	98%	96%	99%	99%	99%	99.7%
Continuous Descent Operations (CDO) compliance %	89.70%	90.49%	88.90%	91.36%	92.61%	89.75%
Track Keeping %	97%	97.42%	97.63%	98.04%	99.27%	99.71%
Total Noise Infringements	0	4	0	0	0	0
Day-time Noise Infringements	0	0	0	0	0	0
Night-time Noise Infringements	0	4	0	0	0	0

D. SURFACE ACCESS TO THE AIRPORT

The Company's Objective:

To ensure that the Airport's passengers and employees have access to a range of travel options that meet their particular needs and in so doing to:

- Reduce the rate of growth of trips by private car and taxi to and from the airport by encouraging greater use of public transport;
- Ease congestion by better traffic management and implementing strategic road improvements; and
- Manage on-site traffic emissions.

Obligation 5.1

Hold an annual meeting of the Gatwick Area Transport Forum and meetings of the Transport Forum Steering Group at quarterly intervals unless agreed otherwise.

Status: **On Track**

Reported Progress 2015

The annual Transport Forum was held 9 October 2015. It included a business update from Stewart Wingate (CEO), a Surface Transport update from Jeremy Bennett (ST Commercial Manager) and speeches from Simon Calder (Chief Travel Editor at the Independent), Steven Norris (former Transport Secretary) and Paul Harwood (Network Rail).

Action Plan for 2016

Speakers already lined up for 2016 include: Leon Daniels, Managing Director of Surface Transport for Transport for London; Iain Gray (CBE), designer of the A380; and the manufacturers of London's new 'Boris Cars' initiative.

Obligation 5.2

To maintain an Airport Surface Access Strategy and to commence the review of the Strategy by 31st December 2018 or to coincide with and support any material review of the Master Plan if that is sooner.

Reported Progress 2015

Steering Group Meetings were held quarterly to regularly review progress against the ASAS, QSM data and modal share.

Action Plan for 2016

Steering Group meetings have been scheduled for April, July, September and December.

Obligation 5.3

5.3.1 The Company will support initiatives (such initiatives to be the subject of consultation with the Gatwick Area Transport Forum the County Council and the Borough Council) which promote in accordance with the Airport Surface Access Strategy the use by passengers and staff travelling overland to and from the Airport of modes of transport other than the private car and with regard to staff travel the encouragement and promotion of car sharing.

5.3.2 The funds provided for such initiatives in each calendar year from 2015 to 2018 will be based on the sum of:

5.3.2.1 a monthly charge amounting to £10 per annum for each pass validated for entry to a staff car park operated by or on behalf of the Company;

5.3.2.2 a levy on the total supply of spaces in public car parks operated or available for operation by or on behalf of the Company on 30 September in the preceding year at the rate per space of:

£28.00 in 2015

£28.75 in 2016

£29.50 in 2017

£30.25 in 2018 - Note: This Obligation continues until 2019 by virtue of an agreement dated the 19th July 2011 made between GAL (1) WSCC (2) and CBC (3)

5.3.2.3 any sums brought forward from previous years

5.3.3 Unless otherwise agreed with the County Council and the Borough Council the Company shall:

5.3.3.1 each year invest in the chosen initiatives a substantial proportion being no less than 50% of the funds provided that year after giving an allowance for the payment in that year from the fund towards the financing of works at Gatwick Railway Station as proved for in an agreement of the 19th July 2011 and of those carried over from the preceding year or such lesser sum if the expenditure of further sums is not justified by the outcomes achieved; and

5.3.3.2 by the end of the period of this Agreement have used a substantial proportion being no less than 50% of total funds after giving an allowance for the payment in that year from the fund towards the financing of works at Gatwick Railway Station as proved for in an agreement of the 19th July 2011 to support the introduction or operation or use of bus services that promise to facilitate a material increase in the proportion of airport staff or air passengers choosing to use public transport for their surface journeys between the Airport and neighbouring communities or such lesser percentage if the expenditure of further sums is not justified by the outcomes achieved;

5.3.3.3 by the 30th June in each year to submit to the County Council and the Borough Council a statement of the funds contributed to the car parking levy in the previous calendar year, the details of all expenditure of the levy and the balance remaining

Status: **On Track**

Reported Progress 2015

The Public Transport Levy has contributed this year to: Platform 7 project for Gatwick Airport Station; Early Bird routes; local public buses; annual Transport Forum.

Action Plan for 2016

The Public Transport Levy is contributing to: Platform 7; Interim Station Project with Govia Thameslink Railway - GTR; local public buses; annual Transport Forum. The remaining funds will be allocated to other facilities such as cycling.

Obligation 5.4

5.4.1 To work with Network Rail and other stakeholders to assist the planning and implementation of a project to redevelop the railway station serving the Airport in a manner which in conjunction with the Company's proposals for South Terminal and its landside infrastructure including that serving Fastway and other local bus services provides the Airport with an efficient transport interchange suiting the needs of all users.

Status: **On Track**

Reported Progress 2015

A funding agreement has been signed by Network Rail, the Department for Transport and Gatwick Airport Ltd. Costain have been appointed by Network Rail to deliver the design and construction of the project and the early concept design work has commenced.

Action Plan for 2016

Agreement on the concept design will be finalised and detailed design work commenced. Site mobilisation to take place by the end of the year.

Obligation 5.5

Restrict the use of the Airport entrance/exit at Povey Cross to buses, emergency service vehicles, Airport operational users and a maximum of 375 staff car park pass holders, subject to these users satisfying the criteria specified in Appendix 2 to this Agreement and to report annually on the number of passes issued to staff and readily available data on vehicular use of the entrance/exit.

Status: **On Track**

Reported Progress 2015

As of June 2015, 218 staff members have access to Povey Cross. 702 emergency service vehicles, public buses and airport operational vehicles currently hold access.

Action Plan for 2016

Continue with regular review of access.

Obligation 5.6

Having regard to the Company's Car Parking Strategy:

5.6.1 Provides sufficient but no more on-Airport public car parking spaces than necessary to achieve a combined on and off airport supply that is proportionate to 40% of non-transfer passengers choosing to use public transport for their journeys to and from the airport and to identify feasible measures to achieve 45% in the future.

5.6.2 Provide sufficient but no more Company managed on-airport staff car parking spaces than is consistent with the mode share targets detailed in the Airport Surface Access Strategy 2012- 2030 and subject to working with stakeholders to revise the local bus target in line with agreed service enhancements.

Status: **On Track**

Reported Progress 2015

No change in level of public car park provision. Temporary loss of multi-storey car park 6 mitigated by utilising existing staff parking areas. Provisional CAA data shows a significant indicative increase in public transport modal share for calendar year 2015 to 44% (targets laid out in ASAS of 2012 is 40% at 40mppa and a stretch target of 45%). Private car use fell by 2.6% to 38%.

Action Plan for 2016

Multi-storey car park 6 refurbishment underway; expected to reopen early Summer 2017. Continue to push for increased staff discount on rail to encourage more airport staff to use public transport for their commute. Relaunch staff car share scheme.

Obligation 5.7

5.7.1 The Company will actively engage with the Local Highway Authorities with the objective of:

5.7.1.1 reaching agreement on the location and characteristics of such improvements to the highway access to the Airport as may be justified by growth in the volume of Airport related traffic and on the anticipated timeframe for their implementation; and

5.7.1.2 subject to there being reliable estimates of the costs of the said improvements, agreeing the financial contributions that the Company is to make towards the cost of the agreed works

5.7.2 The Company agrees that prior to the commencement of the calendar year in which the works are to be carried out it will use reasonable endeavours to enter into appropriate agreements with the relevant Local Highway Authority for the works concerned

Status: **On Track**

Reported Progress 2015

There are currently no capacity issues related to highway access to the Airport. From time to time, due to operational issues (e.g. timing of traffic lights), there have been occasional issues that have led to delays. Once the operational issue has been resolved the capacity issues have fallen away. The Surface Access team engages regularly with Highways England on both strategic and operational matters.

In November 2015 the team met Highways England to commence conversations on the proposed M23 smart lane motorway. This included seeking assurance that the works would also include the spur roads from Junction 9 to Junction 9a. We do not believe there is an existing capacity issue. We believe the M23 smart lane motorway will provide additional capacity that will meet R2 forecast passenger levels. On operational works, the relationship with Highways England and BBMM has strengthened significantly over the last year. Regular meetings were held to discuss upcoming schemes of work, seeking to avoid overlap with rail improvement work and arranging times to minimise disruption to passengers and local people. Efforts have been made to improve communications to the public through a joined-up approach, ensuring a consistent and informative message.

Action Plan for 2016

To schedule a follow-up meeting on the M23 Smart Motorway to take place before end of August 2016, to allow Highways England to present their latest plans and GAL will commence more detailed discussions concerning the impact and benefits of the proposed works.

On operational works, GAL to meet the Highways England's newly appointed contractor (A1Plus) before they commence their contract to continue building on the positive relationships formed with BBMM. Particular emphasis will be on ensuring that roadworks are completed as necessary while minimising the impact to airport passengers and the local community, including continuing to avoid roadworks at the same time as rail improvement works.

**Jacobs Verification Summary**Obligation 5.7.1

GAL has continued to engage with Highways England (HE) and has worked to strengthen the relationship in 2015. This has been achieved through quarterly meetings with Balfour Beatty Mott MacDonald (BBMM) (who was HE's principal contractor in 2015) and engaging with HE through stakeholder forums.

Quarterly meetings were held in 2015 between GAL, BBMM and HE. In addition a BBMM conference was held on 6/10/15 and GAL and BBMM delivered a presentation titled "Working in Partnership". GAL and BBMM, along with GTR, delivered a similar presentation at the annual Gatwick Transport Forum on 9/10/15. This forum was also attended by HE amongst other stakeholders. Other engagements in 2015 took place via email, telephone or at higher-level management meetings.

Surface Access improvements planned by Highways England in 2015 included the resurfacing of the A23 Gatwick Airport Way and A23 Hickstead slip road which took place between 16/11/2015 to 27/11/2015. Prior to the works, GAL and HE met on 17/09/2015 to discuss the agreement of works and the start and finish times

No financial contributions were paid to HE in 2015 for improvements to highway access to the airport as no works in relation to this was made in 2015.

However GAL has proactively engaged with HE in 2015 and some examples of engagement activities in 2015 included:

- Meeting HE in Oct 2015 to discuss joint winter resilience plans. HE provided task cards which specify and prioritise the road to be gritted. This was viewed as good practice by GAL and they have since adopted a similar system. They have also agreed with HE for HE's gritters to grit the small roadways at the same time if they are driving past them.
- Offering additional resources to HE when required. In Sep/Oct 2015 GAL put some of their staff on a litter picking course together with the staff at HE to help support the HE team clear the M23 spur as rubbish is often strewn over the area. GAL's support meant that the area could be cleared faster and more efficiently.
- Sending the GAL operational team leaders to visit the HE control centre in 2015 so that they can gain a better understanding of the processes that takes place at HE when GAL raises a call to HE.
- Supporting HE on disseminating status of the works through social media. Where appropriate GAL would retweet HE's tweets on Twitter to ensure that passengers travelling to Gatwick Airport are kept up to date on road closures and potential delays.

Obligation 5.7.2

Works to be carried out by BBMM on behalf of HE are discussed in the quarterly meetings with GAL, BBMM and HE. The last quarterly meeting held before the commencement of 2015 was on 19/11/14 and was attended by GAL, BBMM and HA. Future schemes on the M23 and the A23 that would take place near the vicinity of the airport were discussed in the meeting. BBMM also subsequently provided a summary of works to be carried out in 2015 in a follow up email on the 20/11/14.

It is noted that in the case of emergency road works, it is not always possible for GAL and HE to enter into an agreement in advance, nevertheless where short term notice is given by HE, GAL will use reasonable endeavours to enter into appropriate agreements with the relevant Local Highway Authority for the works concerned.

Jacobs is satisfied that the progress of Obligation 5.7 is on track.

Jacobs Commentary and Recommendations

Following on from discussions with CBC, the council has suggested that GAL includes within its progress update the progress of their engagement with Highways England with regards to the improvements to Junction 9 of the M23. Therefore it is recommended that GAL amend its progress status to:

“There are currently no capacity issues related to highway access to the Airport. From time to time, due to operational issues (e.g. timing of traffic lights), there have been occasional issues that have led to delays. Once the operational issue has been resolved the capacity issues have fallen away. The Surface Access team engages regularly with Highways England on both strategic and operational matters.

In November 2015 the team met Highways England to commence conversations on the proposed M23 smart lane motorway. This included seeking assurance that the works would also include the spur roads from Junction 9 to Junction 9a. We do not believe there is an existing capacity issue. We believe the M23 smart lane motorway will provide additional capacity that will meet R2 forecast passenger levels. On operational works, the relationship with Highways England and BBMM has strengthened significantly over the last year. Regular meetings were held to discuss upcoming schemes of work, seeking to avoid overlap with rail improvement work and arranging times to minimise disruption to passengers and local people. Efforts have been made to improve communications to the public through a joined-up approach, ensuring a consistent and informative message.”

2016 Priority Action

It is recommended that GAL includes engagement with Highways England on the improvements to Junction 9 of the M23 within its 2016 Priority Action. CBC has indicated that the development of Junction 9 is an issue that is material to the stakeholders. It is therefore recommended that GAL amend its 2016 priority action to:

“To schedule a follow-up meeting on the M23 Smart Motorway to take place before end of August 2016, to allow Highways England to present their latest plans and GAL will commence more detailed discussions concerning the impact and benefits of the proposed works.

On operational works, GAL to meet the Highways England's newly appointed contractor (A1Plus) before they commence their contract to continue building on the positive relationships formed with BBMM. Particular emphasis will be on ensuring that roadworks are completed as necessary while minimising the impact to airport passengers and the local community, including continuing to avoid roadworks at the same time as rail improvement works.”

Jacobs Suggestions

No suggestions to date.

GAL Response

The action recommended by Jacobs is already underway.

SURFACE ACCESS MANAGEMENT ACTION PLAN

1. Continue to work in partnership with key local, regional and national stakeholders to deliver the targets set out in Gatwick's Airport Surface Access Strategy 2012-2030, and Decade of Change transport targets.

Status: On Track

Reported Progress 2015

The Steering Group continues to meet on a quarterly basis, including all the relevant partners across local government and public transport providers to review progress against targets, including modal share and QSM.

Action Plan for 2016

Meetings for the year scheduled on a quarterly basis.

2. Rail Station: continue to represent airport interests with Network Rail and other partners on the redevelopment of Gatwick station to provide an efficient multi-mode transport interchange suiting the needs of all users.

Status: **On Track**

Reported Progress 2015

A funding agreement was signed with the Department for Transport, Network Rail and Gatwick Airport Ltd. Costain was appointed to deliver the design and construction of the project. Early concept design work commenced.

Action Plan for 2016

Agreement on concept design to be finalised, with further development to take place. Site mobilisation to take place by the end of the year.

3. Rail services: maintain quarterly meetings with principal rail operators and respond to relevant government and industry consultations.

Status: **On Track**

Reported Progress 2015

A number of working groups were formed as part of the formal partnership agreement between GTR and GAL on areas including marketing, commercial and passenger experience. The operational teams have been having regular meetings to discuss engineering works to minimise disruption and improve communications to passengers and staff.

Action Plan for 2016

Regular meetings on rail improvement works and contingency planning to continue.

4. Bus & Coach Work with Forum partners to review and identify opportunities to improve local bus and express coach services at Gatwick.

Status: **On Track**

Reported Progress 2015

Metrobus Early Bird routes aimed at airport staff launched in May 2015 to Hastings and Bognor Regis. New coach company, Terravision, started operations to west London in October 2015. New National Express route to Kent launched in December 2015 is the first direct public transport link to the county from Gatwick.

Action Plan for 2016

Early Bird routes to be discontinued due to poor uptake. Work continues to work with bus and coach companies to identify areas underserved by public transport and to launch new routes and services. Relationships with easyBus, Terravision and National Express are all looking at options for further routes.

5. Staff travel Conduct airport staff survey on commuting in 2016 and use results to inform initiatives to maintain and improve the Gatwick Commuter package available to airport employers and employees.

Status: **On Track**

Reported Progress 2015

Preliminary work done with market research team to plan for staff survey in 2016.

Action Plan for 2016

Staff travel survey is being undertaken as part of airport-wide employer survey to commence early Summer 2016. Results to be announced at Transport Forum.

6. Car Parking: further update and implement the updated Car Parking Strategy and related actions reflecting updated growth projections and as agreed with Crawley Borough Council and the Gatwick Surface Access Forum.

Status: **On Track**

Reported Progress 2015

No change in level of public car park provision. Products moved to staff car parks to compensate for temporary loss of MSCP6.

Action Plan for 2016

Refurbishment of MSCP6 underway; expected completion early Summer 2017. Continue to provide capacity provision as per Capital Investment Plan.

7. Highways: facilitate the delivery of highway improvements required in line with the S106 and any other legal agreements.

Status: **On Track**

Reported Progress 2015

Relationships with BBMM and Highways England strengthened significantly to include regular consultation on all upcoming roadworks. GAL management has spent time on site on over night works to further build these relationships. Communications teams from all parties are now highly engaged to promote a joined-up process for communicating works out to passengers, staff and the wider public.

Action Plan for 2016

GAL to meet the new contractor (A1 Plus) appointed by Highways England to build on existing relationships, particularly ensuring roadworks do not overlap with rail improvement works.

8. Cleaner Vehicles: apply the latest Euro Standards for cleaner vehicles in new vehicle contracts.

Status: **On Track**

Reported Progress 2015

GAL contracts for vehicle services include requirements to meet applicable Euro standards on emissions. In 2015, no new contracts were signed for vehicle services.

During 2015, we initiated informal discussions with a number of electric vehicle companies, including an EV car-sharing company, to gather information on potential options for future consideration. We also began discussion of a possible airside trial of electric vehicles with Virgin Atlantic.

Action Plan for 2016

Continue to apply Euro Standards for cleaner vehicles in new contracts that may be issued. We are also reviewing GAL fleet budget procedures including environment aspects thereof. Continue dialogue and research on electric vehicles,

including: Airside trial of electric vehicles to be undertaken in cooperation with Virgin Atlantic, expected for Summer 2016. Further meetings to be held with Airport Taxis and Europcar to explore potential options for electric vehicles. Ongoing discussions with a manufacturer of car-sharing EVs, including a possible site visit to factory in France. They have also agreed to speak at our annual Transport Forum.

Jacobs Verification Result: **This Action Plan Action is partially on track**

Jacobs Verification Summary

The latest Euro Standards applicable in 2015 were Euro VI for light passenger and commercial vehicles in accordance with 715/2007/EC and Euro VI for trucks and buses. Both standards were introduced in 2014. Enhanced environmentally friendly vehicle or EEV is a term used in the European emission standards for the definition of a "clean vehicle" > 3.5 tonne in the category M2 and M3. The standard lies between the levels of Euro V and Euro VI.

Each GAL business unit is responsible for vehicles that it owns or leases. This includes responsibility for preparing the business case for new purchases or leases, and coordination with Procurement once a business case is approved. GAL's Motor Transport Engineering department provide an advisory role where requested.

In 2015 no GAL services contracts for vehicles were issued. However a Euro VI plug-in hybrid vehicle was purchased in March 2015 by GAL's Motor Transport Engineering department.

Although Euro Standards specifications have been included in draft vehicle procurement documents they did not refer to the latest Euro Standards. The GAL Invitation to Tender (ITT) document for the bussing framework contract for provision of public and staff car park bus services from 1 April 2015 specified the previous Euro V standard (the latest being Euro VI) as a minimum unless they form part of the bussing liabilities inherited with the contract.

The ITT also does not mandate the further replacement of vehicles to meet the latest Euro Standard, instead suggesting the requirement be met "where possible".

GAL was actively investigating electric vehicle developments as part of its Cleaner Vehicle activities in 2015. This included initial investigations for a trial of electric vehicles (EVs) with Virgin that is scheduled to commence in June 2016. Although no new vehicle contracts were issued in 2015, it was noted that the latest Euro Standards have not been specified in the ITT, the progress of this Action Plan Action is therefore only partially on track.

Jacobs Commentary and Recommendations

Although existing GAL vehicle contracts include requirements for applicable Euro Standards there was no process to ensure the latest Euro Standards will be applied in new contracts. It is recommended that a process is in place to ensure that the latest Euro Standards are applied within the new vehicle contracts.

It is recommended that GAL documents and keeps track of their progress on the electric vehicle programme.

Jacobs Suggestions

It is suggested that GAL amend the Surface Access Action on Cleaner Vehicles to "Cleaner Vehicles: Apply the latest Euro Standards for all road related vehicles to ensure cleaner vehicles in new vehicle contracts by 2020."

It is suggested that GAL considers a documented process with roles and responsibilities to check and report that new vehicle contracts include the latest Euro Standards. The terms of tender documents and contracts could be modified to ensure that the latest Euro Standard is specified as a minimum, i.e. replace statements including a specific Euro Standard with a generic statement such as: 'the contract vehicles shall meet the latest Euro Standard as a minimum'.

It is also suggested that the background information included in tender documents including vehicles could highlight the GAL Commitment to 'apply the latest Euro Standards for cleaner vehicles' when referencing GAL's sustainability and environmental responsibilities.

It is also noted that GAL's current airside vehicle permitting GAD (GAD/A12/14) specifies Euro Standards according to the age of the vehicle and currently specifies only Euro IV as a minimum. It is suggested that the next revision of the GAD should have a separate grouping for 'new vehicles' that specifies 'the latest Euro Standard as a minimum'.

GAL Response

The recommendations and suggestions on vehicle policies and processes will be taken up in our 2016 work programme on GAL fleet management.

Regarding the recommendation on documenting the electric vehicle programme, we already record this information and will ensure regular reviews.

Regarding the suggestion to reword the Action Plan Action on Cleaner Vehicles, we consider the wording would be clearer as follows: "Cleaner Vehicles: Continue to apply the most recent government-set standards for all road-related vehicles in new vehicle contracts." (NB. We will move this action from the Surface Access action plan to the Carbon action plan, as the Surface action plan focuses on transport to the airport, rather than at the airport).

9. Work with partners to maintain an accurate database of relevant information showing passenger and staff travel choices.

Status: **On Track**

Reported Progress 2015

Regular reviews of leaflet content were done through the year.

Action Plan for 2016

Complete revamp and refresh of all staff and public leaflets planned for late 2016.

10. Report performance through internal governance processes and externally via stakeholder groups, websites and annual reports.

Status: **On Track**

Reported Progress 2015

Steering Group, PAG and Transport Forum provide regular opportunities to report on performance against Surface Access Strategy and targets, particularly CAA modal share. Surface Access initiatives and modal share, including Decade of Change target on public transport use, is also reported in the 2014 and upcoming 2015 Decade of Change reports, S106 Annual Monitoring reports, and in internal and external presentations.

Action Plan for 2016

Work towards stretch target of 45% using public transport, with regular reporting to stakeholders.

SURFACE ACCESS KEY PERFORMANCE INDICATORS

Public transport use	2010	2011	2012	2013	2014	2015
Non-transfer pax.	28,390,194	30,509,571	31,466,589	31,842,916	34,645,346	36,467,143
Passenger public transport use (%) (combined rail, bus/coach use)	40.0	42.2	43.6	42.8	41.4	44.0*
Private car (%)	43.8	42.4	39.9	40.2	40.8	38.3
Rail	33.5	35.5	35.8	35.7	35.0	38.4
Bus/ Coach	6.5	6.7	7.8	7.1	6.4	5.6
Hire car	1.6	1.8	1.7	1.8	1.2	1.2
Taxi/ Minicab	13.2	13.3	14.5	14.6	15.6	15.1
Other	0.3	0.3	0.3	0.3	0.3	0.3

*This figure is the CAA final confirmed data provided in June 2016. Our 2015 Decade of Change Report listed provisional CAA data (43.6%) provided in March 2016

E. DEVELOPMENT

The Company's Objective:

To develop the Airport in a manner that achieves efficiencies in the use of land and resources whilst seeking to minimise adverse visual and environmental impacts

In devising and bringing forward proposals for Airport development, the Company will:

Obligation 6.1

Have due regard to relevant national and local planning policies and guidance;

Obligation 6.2

Attend to the visual impact of the development in terms of its urban design, landscaping and relationship with its surroundings;

Obligation 6.3

Support its proposals with information about the management of any particularly significant ongoing impacts that would be attributable to the development in question, e.g. ground noise, light pollution, flood risk, energy consumption; and

Obligation 6.4

Replace or otherwise compensate for any loss of trees as a consequence of the development.

Obligation 6.5

To have regard to the impact of flooding, and design such development and, where necessary, include mitigation measures to avoid any harmful impact on surrounding communities.

Status:

On Track

Reported Progress 2015

All planning applications have continued to conform to the national planning requirements of the NPPF as well as the Local Planning Policy adopted by the Local Planning Authorities surrounding the airport. GAL has consistently adopted Best Planning Practice when considering developments within the airport boundary. Sustainable development remains a key driver and GAL has within its planning applications fully considered sustainability matters such as biodiversity, noise nuisance, air quality, visual impact, water quality and flooding. GAL have managed noise emissions and mitigation, continued to closely monitor Air Quality, undertaken biodiversity enhancement and creation of valuable wildlife habitats through its planning applications. GAL has an employed Ecologist who surveys manages and reports on the airport's natural environment and biodiversity.

Action Plan for 2016

Gatwick will continue to adopt Best Planning Practice and drive sustainable design and practice through all of its planning proposals. Gatwick will aspire for habitat protection and enhancement where possible and continue to explore innovative solutions to deliver sustainable and effective planning design and while continuing to maintain and improve the operational efficiency of the airport. GAL are developing a 'Planning Advisory Note' document to assist the wider business understanding how planning applications are managed by GAL.

BIODIVERSITY MANAGEMENT ACTION PLAN

1. Annually review Gatwick's overall approach to biodiversity as part of maintaining the airport's certification to the Biodiversity Benchmark award.

Status: **On Track**

Reported Progress 2015

Achieved Biodiversity Benchmark recertification in September 2015. Held regular reviews to review performance against Biodiversity Action Plan.

Action Plan for 2016

Periodic reviews will continue.

2. Following the re-let of the Airport landscaping contract in Q1 2016, GAL will create a new landscaping strategy during 2016 for implementation by 2017. This will detail landscape and wildlife design guidelines, maintenance specifications and how local environmental/ landscape initiatives will be supported; and an implementation schedule.

Status: **Partially on Track**

Reported Progress 2015

During 2015 initial work to start updating the airport landscape strategy was commenced in-house, however due to staff changes this was not able to be completed. It was therefore decided to commission a new landscape strategy following the re-let of the landscaping contract in early 2016. The Action Plan Action has been amended to reflect this.

Action Plan for 2016

Following re-let of landscape strategy in Q1 2016, appoint consultant in Q2 2016 to create new landscaping strategy before the end of 2016.

3. Maintain a regular schedule of biodiversity surveys to support development of biodiversity action plans.

Status: **On Track**

Reported Progress 2015

Survey plan established and conducted as per the two detailed biodiversity action plans- LERL Biodiversity Action Plan 2012 – 2017, and NWZ and the River Mole Biodiversity Action Plan 2012 – 2017. The surveys completed in 2015 included (but not limited to): Great crested newt surveys, counts, Dormouse box checks, Bat activity surveying, Reptile surveys, Fungi forays, Moth surveys, Riverfly aquatic invertebrate surveys, Breeding bird surveys.

Action Plan for 2016

Continue to deliver the same surveys for 2016.

Jacobs Verification Result: **This Action Plan Action is on track** 

Jacobs Verification Summary

Gatwick commissioned biodiversity baseline studies in 2010 which were conducted by Chris Blandford Associates as detailed in the Gatwick Airport Ecological Review, 2010. This was used to develop the management strategy to ensure appropriate biodiversity management.

Two subsidiary management plans were developed in 2012 based on the baseline studies to support the Biodiversity Action Plan. The two management plans are:

- Land East of the Railway Line (LERL) Biodiversity Action Plan 2012 – 2017.
- North West Zone (NWZ) and the River Mole Biodiversity Action Plan 2012 – 2017.

These two subsidiary management plans were written in accordance with the aims of the Wildlife Trust and Gatwick Greenspace Partnership. The aims of the plans are to outline the actions that will maintain and enhance the biodiversity value of the LERL, NWZ, the River Mole and surrounding habitat, whilst ensuring that GAL fulfils its regulatory Obligations relating to wildlife management including compliance with ICAO Annex 14, EASA regulations, CAP772 and also conduct biodiversity work to ensure aerodrome safety.

These documents are reviewed and updated on an annual basis.

Both management plans contain ecological monitoring schedules detailing biodiversity surveys to be carried out to ensure appropriate information is collected and targets are monitored. Bumblebees and long-horned bees surveying was added to the list of surveys to be conducted in 2015. These surveys are to be carried out annually.

The surveys have also been supported by a local community conservation group called Gatwick Greenspace Partnership (part of the Sussex Wildlife Trust). They provide GAL with a resource of volunteers to assist wildlife surveying and habitat management.

A comprehensive species list for Gatwick's landholdings is updated annually via software 'iRecord'.

Jacobs is satisfied that progress with the Biodiversity Action Plan Action 3 is on track.

Jacobs Commentary and Recommendations

It is recommended that all biodiversity surveys completed are to be included within the biodiversity survey tracker.

It is recommended that the detailed biodiversity action plans state that aquatic surveys are currently carried out as part of the water quality monitoring scheme.

It is recommended that GAL updates the North West Zone Biodiversity Action Plan to state that the small mammal surveys also targets Harvest Mice.

Jacobs Suggestions

No suggestions to date.

GAL Response

The recommendations will be taken up in the Biodiversity work programme.

4. Review outputs of survey work on a quarterly basis with Gatwick Greenspace.

Status: **On Track**

Reported Progress 2015

Quarterly meetings held with Gatwick Greenspace: 16th June, 1st September, and 10th December

Action Plan for 2016

Quarterly meeting are scheduled to continue in 2016.

5. Re-evaluate the management of key habitats at the airport on an annual basis to inform the review of biodiversity action plan.

Status: **On Track**

Reported Progress 2015

An annual review of biodiversity work is conducted and management plans updated as required. Annual review was conducted on April 28th 2015.

Action Plan for 2016

Annual review scheduled for early 2016.

6. Continue to work closely with Gatwick Greenspace to ensure the full educational benefit of biodiversity is realised.

Status: **On Track**

Reported Progress 2015

Wildlife events open to staff and public, Conservation & habitat management techniques for volunteers, Forest School sessions arranged for local school, Blog about ecological & conservation work by GGP and others, Communication on internal Gatwick network and external social media. Two university work experience placement students and one project student were able to gain valuable experience.

Action Plan for 2016

Continue to deliver the same level and quality of work with Gatwick Greenspace Partnership.

7. Maintain volunteering and education programmes to engage and educate airport partners and staff in the value of biodiversity.

Status: **On Track**

Reported Progress 2015

Increased funding for Gatwick Greenspace ranger and volunteer programme promoted for GAL staff and airport third parties.

Action Plan for 2016

Volunteering will continue in 2016

8. Ensure that all airport development aligns with S106 requirements and biodiversity action plans.

Status: **On Track**

Reported Progress 2015

Development projects are assessed for ecological impact where required. Additional controls are in place for any work within Biodiversity Action Plan areas

Action Plan for 2016

Continue to assess development projects for ecological impact and ensure controls are in place for any works within Biodiversity Action Plan areas.

9. Retain Biodiversity Benchmark status for existing habitats and ensure that adequate measures are in place to secure the retention of this standard.

Status: **On Track**

Reported Progress 2015

Biodiversity Benchmark recertification audit in September 2015 and Benchmark retained. Reported by the assessors: 'Gatwick was extremely well prepared and were able to show the positive impact that they are making on their sites for biodiversity. The excellent Annual Report is comprehensive, open and transparent. The use of partnerships by GAL continues to be very strong. It is evident that all those involved remain enthusiastic and committed and this leads to excellent results on the ground.'

Action Plan for 2016

Retain the Biodiversity Benchmark certification for 2016

10. Report performance through internal governance processes and externally via stakeholder groups, websites and annual reports.

Status: **On Track**

Reported Progress 2015

Biodiversity continued to be reported in 2014 and upcoming 2015 Decade of Change reports, and S106 Annual Monitoring reports which are posted on the Gatwick website. The Biodiversity blog continues to be updated regularly, and articles are regularly posted on the GAL Yammer site. Biodiversity KPIs were developed for inclusion in the 2015-18 Action Plan and will be reported from 2015 onwards.

Action Plan for 2016

Continue reporting and communications approach.

BIODIVERSITY KEY PERFORMANCE INDICATORS

Biodiversity (new KPIs)	2015
Annual conservation actions completed %	88.2
Annual conservation actions in progress %	11.8
Surveys completed (total number of different surveys)	19.0
Volunteering days undertaken (total number) by airport employees, community members and schools	44.0

F. COMMUNITY AND THE ECONOMY

The Company's Objective:

To make a positive contribution to the economy and quality of life in and beyond the Gatwick Diamond area.

Obligation 7.1

7.1.1 To nominate (in accordance with the terms of the Gatwick Community Trust deed) two persons to be considered for appointment as trustees by the board of the Community Trust;

7.1.2 To pay to the Community Trust all revenue received by the Company as a result of infringements by aircraft of departure noise thresholds imposed by the Government

7.1.3 To pay to the Community Trust no later than 31st January in the years 2016 to 2018 inclusive:

- £206,000 in 2016
- £212,000 in 2017
- £218,000 in 2018

Status: **On Track**

Reported Progress 2015

During 2015, Gatwick Airport Limited (GAL) continued to be represented on the Gatwick Airport Community Trust (GACT) Board of Trustees taking an active part in the workings of the Trust. The two trustees representing GAL in 2015 are Mike Roberts and Julie Ayres.

As reported in the 2015 Decade of Change Performance Report, there were no noise infringements; therefore no revenue was received by GAL as a result of infringements by aircraft of departure noise thresholds imposed by the Government.

As per the Obligation in the S106 legal agreement, £200,000 was paid to GACT in 2015.

Action Plan for 2016

Continue to meet all grant Obligations to GACT and play an active role on the GACT Board of Trustees and the workings of GACT.

Jacobs Verification Result: **This Obligation is on track** ▲

Jacobs Verification Summary

Obligation 7.1.1

The Gatwick Airport Community Trust (GACT) was set up as an independent charity by agreement between West Sussex County Council and Crawley Borough Council and GAL. The Trust was registered as a charity on 6th December 2001. GACT awards grants annually for projects within the area of benefit which covers parts of East and West Sussex, Surrey and Kent.

Michael Sanders and Mike Roberts were both nominated by GAL to be considered for appointment when the Trust was first set up in 2001. Mike Roberts, who retired from BAA⁵ in 2001, was appointed as the chair of the Community Trust then and is currently still holding the post. As of 2015, he has served a total of 15 years as a trustee.

Following the resignation of Michael Sanders, Julie Ayres was nominated as a trustee by GAL in 2014. Julie currently works for GAL as the Passenger Communications Manager.

The appointment of Julie Ayres (her first appointment as trustee) to the Trust was approved by the remaining trustees on 20th March 2014.

The Trust deed provides for three trustees to serve for a period of 5 years (one each from West Sussex CC and Borough Councils, Surrey CC and District Councils, and GAL), and for other trustees to serve for four years from the date of their original appointment. The appointment of nominees as trustees is made by the board of Trustees. Trustees serve on a voluntary basis. The Trust Deed states in paragraph (a) sub-clause 1 that two persons are to be nominated by GAL only one of whom may be an employee of the company. Also stated in Section E – Eligibility for Trusteeship: no person shall be appointed as a trustee unless he or she has attained the age of 18 years; or has already been a trustee before.

Jacobs is satisfied that Julie Ayres and Mike Roberts have been nominated as trustees by GAL in accordance with the terms in the Community Trust Deed.

Obligation 7.1.2

As reported in the 2015 Decade of Change Performance Report, there were no noise infringements; therefore no revenue was received by GAL as a result of infringements by aircraft of departure noise thresholds imposed by the Government.

Obligation 7.1.3

GAL paid £200,000 on 31st Jan 2015. A payment request was submitted by Tom Denton on 14/01/15 and approved by Charles Kirwan – Taylor on 15/01/15. Payment date on the payment request form is stated as 31/01/15.

Jacobs is satisfied that progress with Obligation 7.1 is on track.

Jacobs Commentary and Recommendations

No recommendations to date.

Jacobs Suggestions

It is suggested that GAL develops a written procedure documenting the process in which GAL nominates a trustee in line with the terms of the Gatwick Airport Community Trust Deed.

GAL Response

The suggestion will be considered in our forward work programming.

Obligation 7.2

In each calendar year up to and including 2018 to support the Greenspace Partnership either financially or in value terms to a figure that is the lesser of:

7.2.1 20% of the total sums paid to the said Partnership for the purposes of its activities in the twelve months ending 31st March in the year in question by local authorities; and

7.2.2 Twelve thousand five hundred pounds (£12,500)

SAVE that this Obligation shall determine absolutely if annual local authority support should reduce to a sum less than Twenty five thousand pounds (£25,000).

Status: **On Track**

Reported Progress 2015

During 2015, GAL continued to support Gatwick Greenspace Partnership (GGP). In recognition of the role that GGP is playing in our community and staff engagement, we will be extending the financial support of the Wildlife Ranger from 2 days to 3 from March 2016. Work on the airport estate has been completed with GAL staff as well as airport partners; data on volunteering is reported in the Community section of this report. The Community Engagement Team play a more active role in the work of GGP by attending their Members Steering Group and the Gatwick Biodiversity Quarterly Review meetings at which GGP is represented.

Action Plan for 2016

Continue to meet our Obligations and to share with staff and the local community the work of GGP particularly in and around Gatwick.

COMMUNITY ACTION PLAN

1. Work with airport and community partners to deliver an enhanced community programme, and to promote an airport-wide approach to community investment.

Status: **On Track**

Reported Progress 2015

In 2015 the airport's profile has risen significantly among local people - for two key reasons: changes to departures navigation procedures (PRNAV) along with a series of flight-path trials; and undertook a number of consultations. Secondly the high profile campaign to secure a second runway has had a mixed impact locally. Much of this activity gave rise to criticism from the community. We are now placing a greater focus on listening to local concerns, and improving our community engagement with a view to improving our credentials as a good neighbour.

Action Plan for 2016

Over 2016 we will continue to build understanding of community issues and strengthen relationships backed by a comprehensive programme of activity.

2. Commission independent analysis of best practice community engagement programmes to inform forward development of Gatwick's community engagement plans.

Status: **On Track**

Reported Progress 2015

Following complaints from local community groups and representatives that Gatwick Airport arrivals are generating excessive noise disturbance and affecting more people, in August 2015 Gatwick Airport appointed Bo Redeborn to lead an independent review of flight routes used for aircraft on arrivals to Gatwick. The Independent Review stemmed from Gatwick's assessment that more could be done to meet the concerns of the local communities about noise from arrivals. The review has included an analysis of documentation and correspondence and engagement with key stakeholders including residents and community groups.

Action Plan for 2016

We plan to work on implementing the recommendations from the review following its publication; and plan further benchmarking on other issues of community interest is planned for 2016.

3. Continue to work with Gatwick Greenspace to deliver community and environmental activities, supported by the airport and its partners.

Status: **On Track**

Reported Progress 2015

Gatwick Greenspace Partnership (GGP) continues to play a vital role in our community engagement programme and indeed in staff engagement. In recognition of this we will be extending the financial support of the Wildlife Ranger from 2 days to 3 from March 2016. Work on the airport estate has been completed with GAL staff as well as airport partners. In the period April to September 2015, 14 volunteering tasks have been delivered at Gatwick Airport, engaging 105 volunteers and totalling 630 volunteer hours. GGP facilitated the Gatwick Wildlife Day at Gatwick's North West Zone site. Over 60 amateur and expert naturalists took part to record over 300 species, night and day, with records generated being submitted to Surrey Biological Information Centre. In addition, GGP have worked with staff from Meath Green School in Horley to develop a forest school site on GAL land holdings culminating in the delivery of 8 FS sessions for Meath Green students.

Following Gatwick being awarded the Biodiversity benchmark Award by The Wildlife Trust work continues in order to retain this award. Other examples of working with GGP include the delivery of a Bumblebee identification workshop run by the Bumblebee Conservation Trust at Gatwick Airport (which event was advertised nationally) and a tour of the airport's conservation zones for 33 ecology students from Sussex.

The Community Engagement Team play a more active role in the work of GGP by attending their Members Steering Group and the Gatwick Biodiversity Quarterly Review meetings at which GGP is represented.

We continue to meet our Obligations to share with staff and the local community the work of GGP particularly in and around Gatwick and most notably have featured their work in both editions of the Gatwick Community newsletter which is circulated to circa 425,000 homes across the region.

Action Plan for 2016

We plan to extend our support of the Wildlife Range role to promote delivery of further community and environmental activities. We will also explore additional partnership opportunities to benefit the airport and its partners.

4. Fund the Gatwick Airport Community Trust (GACT) to deliver an enhanced programme of community support.

Status: **On Track**

Reported Progress 2015

The Gatwick Airport Community Trust is an independent charity that's been in operation since 2002, supporting over 2,000 local community organisations and awarding well over £2million in grants. Charitable grants are awarded annually to deserving projects, particularly in those areas where people are directly affected by operations at Gatwick Airport, and schemes that target the development of young people, the arts, sporting facilities, environmental improvement and conservation, volunteering, the elderly and the disabled. Beneficiaries range from scouts and guides to village halls, museums, sports clubs, choirs, theatre groups, pre-schools, hospices, community radio, environmental projects and charities that support people with disabilities.

In 2015 over £190,000 has been awarded to 141 different deserving causes. The normal level of grants is between £1,000 and £5,000 but occasional larger grants are made. For example, this year a grant of £30,000 spread over the next three years has been awarded to Charlwood towards the replacement of the old pavilion with a new sports and community

centre on the Charlwood recreation ground. In the past Horley has also benefitted from similar large grant funding with £30,000 towards the replacement of the Innes Pavilion Roof and Home Start Crawley, Horsham and Mid Sussex received £30,000 over three years to expand support for vulnerable families, increase scope of specialist volunteer participation and transform fundraising capability.

Applications for grants are assessed by a board of nine trustees who all bring local knowledge and expertise to the Trust ensuring that the money is used to the maximum benefit of the local community.

Action Plan for 2016

We will continue to develop and maintain this programme.

5. Continue to deliver a programme of charitable giving led and supported by Gatwick employees and passengers.

Status: On Track

Reported Progress 2015

We have continued to enjoy a very successful working partnership with our three charities: The Chestnut Tree House, Cancer Research UK and Gatwick TravelCare. We have concentrated our fundraising resources on these three core charities, voted for by our colleagues. We rarely make exceptions for additional charities to collect or promote their work, because of our longstanding Commitment to prioritise resource for these organisations. Chestnut Tree House has reported that the Gatwick Team have raised over £75,000 for the children's hospice in the two year partnership. Similarly Cancer Research confirm £32,027 has been received from Gatwick in fundraising this year.

The charity globes across the airport which collect donated foreign currency from our passengers and staff continue to provide our charity partners with a steady income. These generate approximately £3,500 for each charity every 8 weeks or so.

This year we have actively sought opportunities to involve our airport partners in our charitable programme. An example of this was a teddy bears' picnic party for Chestnut Tree House children and their families. Over 50 children attended the picnic as our special guests, and were treated to guest appearances from popular double act Dick and Dom, TV presenter Dave Benson Phillips and Pudsey Bear. They also met uniformed cabin crew from British Airways and the local police. The tea party was supported by Pret A Manager, Boots, Sofitel, British Airways, Skybreak, the Gatwick Fire Service, Sussex Police and Horsham Rotary Club and fundraising was undertaken for Children In Need. We continue to work with airport partners for the benefit of our charity partners.

In respect of both charities a significant element of the funds raised has been achieved by staff fundraising. It is not always limited to cash donations and prior to Christmas we undertook a "Bag It Campaign" as both Chestnut Tree House and Cancer Research were running low on stock for their charity shops and urgently needed donations. Promotion of the important work of our charities has also featured during the year for example Cancer Research having a presence in the terminals on World Cancer Day.

Action Plan for 2016

Gatwick's relationship with Cancer Research UK and Chestnut Tree House comes to an end in March 2016. We will shortlist charities, both national and local, to put to a staff vote. We look forward to working with the newly elected charity partners to make a real impact over the forthcoming 2 year partnership.

6. Continue to support our employees in their volunteering efforts to benefit the local community.

Status: On Track

Reported Progress 2015

Awareness of our volunteering programme has continued to build both in terms of personal volunteering and also team activities. We have identified opportunities for volunteering, particularly with our charity partners and The Gatwick Greenspace Partnership, and promoted these where possible. Perhaps the most notable example was made by 29 staff members from Gatwick Airport's Finance department for St Catherine's Hospice in Crawley. The volunteers were split into teams and deployed to nine charity shops found across Sussex and Surrey as well as the East Grinstead warehouse to make a real difference in the community. They raised over £4,000 which was matched by Gatwick Airport seeing the hospice benefit from much needed funds of over £8,000.

Similarly teams from Gatwick have had volunteering days at the Chest Tree House, our local charity partner.

Action Plan for 2016

We will actively look for local community volunteering opportunities for our employees with a view to widening participation.

7. Consult schools, colleges and other educational bodies to inform Gatwick's educational programme.

Status: **On Track**

Reported Progress 2015

During 2015 we participated in activities relating to Science, Engineering, Technology and Maths (STEM); including the Sussex Big Bang Fair as well as career fairs and Young Start up Talent.

Action Plan for 2016

Working with partners in regional skills and education provision, we plan to consolidate and improve the impact of our education programme, linked to our Employment and Skills strategy (see Local Economy section).

8. Track progress against expanded set of KPIs and report progress through GATCOM and our annual Decade of Change report.

Status: **On Track**

Reported Progress 2015

Community initiatives continued to be reported to GATCOM and included in 2014 and upcoming 2015 Decade of Change reports, S106 Annual Monitoring reports, Gatwick website, and quarterly Community newsletter.

Additional KPIs were developed for inclusion in 2015-18 Action Plan and will be reported from 2015 onwards.

Action Plan for 2016

Continue reporting and further develop communications approach.

COMMUNITY KEY PERFORMANCE INDICATORS

Community	2015	Data				
Sponsorships: number of community events supported by Gatwick (includes non-profit, charitable and business events)	32	GAL				
Nominated charity partners – fundraising total						
Cancer Research UK	£32,027	CR UK				
Chestnut Tree House	£42,004	CTH				
TravelCare	£23,315.50	TravelCare				
In-terminal passenger donations (paid in calendar year)	£49,600	GAL				
Employee fund-raising and GAL match-funding for charities of employees' own choice						
GAL match-funding	£17,528	GAL				
Gatwick Pay as You Earn	£11,218	GAL				
Gatwick's contribution to the independent Gatwick Airport Community Trust	2015	2014	2013	2012	2011	2010
	£200,000	£194,000	£188,000	£182,000	£176,000	£170,000

LOCAL ECONOMY ACTION PLAN

1. Continue to develop and strengthen direct relationships with Government, and with national, regional and local partners to ensure Gatwick's economic value is recognised and realised.

Status: On Track

Reported Progress 2015

Our 2015 plan was to 'maintain the activity begun in 2014, ensuring that our network in the business community is well-briefed on our policies in a way which their members find meaningful'. Our aim has been to ensure we get to know the main people and organisations with a role in local economic well-being, to build our understanding of what's important to them so we can maximise the economic value the airport brings to the region. This year we have strengthened relationships in the Coast to Capital Local Enterprise Partnership (LEP) and its component areas, including the Gatwick Diamond Initiative. Our focus on business growth, employment and skills has informed our activity in 2015, reflecting regional economic priorities. We've developed more regular communication and engagement with partners to support local supply chain development; and joint work with local authorities and regional economic representatives to understand how future demographics and trends affect regional skills and employment trends.

Action Plan for 2016

In 2016 we will develop and strengthen our approach, involving wider participation internally across our own employees.

2. Participate in economic groups and partnerships, such as the Crawley LEAG, to build understanding of Gatwick's role in the regional economy, including employment, skills and business growth.

Status: On Track

Reported Progress 2015

This year participation has included strengthening relationships with:

- Coast to Capital LEP

- The Gatwick Diamond Initiative, including participation in their two working groups - Promote (promoting the area as a good place to do business) and - Inspire (working on inspiring knowledge to enhance skills, enterprise and innovation)
- Develop Croydon
- Tourism South East.

We have been an active member of Crawley Borough Council’s Local Economy Action Group for 10 years now. This public and private sector partnership continues to play a strong role locally, enhanced by the neighbouring Manor Royal Business Improvement District.

Nationally we’ve also attended events for the Federation of Small Businesses and the Institute of Directors.

Action Plan for 2016

We plan to consolidate and build relationships, playing an active role in regional economic matters; keeping people informed, and continuing to keep up to date with what people need to know about the airport, including:

- Airport plans
- Our route network
- Procurement opportunities
- Employment
- Skills and education
- Surface access and infrastructure

3. Facilitate dialogue between the business and airline communities to explore opportunities for collaboration on business development, employment and skills matters.

Status: On Track

Reported Progress 2015

As part of a broader study into employment and skills at Gatwick, we held focus groups (October – December 2015) with airport businesses and partners, including construction suppliers, airlines and handling agents, retail, food and beverage and logistics providers to establish current skills requirements, and to gain insight into challenges and opportunities facing employers at Gatwick.

Findings are being analysed and will inform our employment and skills strategy, and our work plan for 2016.

Action Plan for 2016

Our emerging employment and skills strategy will inform our work plan, focusing on developing alliances to support recruitment and retention across the airport campus, strengthening regional partnerships to anticipate and address skills gaps and consolidating our people development activities to enable delivery of high quality and consistent operations. This will link to our emerging education engagement plans (see Local Community section).

4. Support local business innovation and networking through a targeted programme of sponsorships and memberships.

Status: On Track

Reported Progress 2015

Our business engagement programme includes membership of groups, participating in regional events and activities and supporting selected business awards.

As well as the regional partnerships mentioned in Action 2, we’re members of key business organisations, including: Gatwick Diamond Business, Chambers of Commerce (Sussex and Surrey), Crawley & Gatwick Chamber of Commerce, London Chamber of Commerce, London First; and the CBI.

This year we have participated in events and activities with local business and networking groups such as:

Haywards Heath and District Business Association, the Manor Royal Business District, Reigate and Redhill Business Club, the Platinum Business Group, the Institute of Directors.

We've sponsored business awards for: Brighton & Hove, Business Matters, FSB Surrey Awards, Gatwick Diamond Business Awards, and Sussex Business Awards.

And we've worked on the in Sussex-wide Digital Catapult work in conjunction with Wired Sussex and the University of Brighton.

Action Plan for 2016

We will continue to maintain and develop this programme.

5. Embed sustainability criteria, including local economic impact criteria, into Gatwick's procurement processes.

Status: **On Track**

Reported Progress 2015

GAL's procurement policy is to ensure maximum value for money for all operational and capital spend. Our approach is set out in the procurement policy, and includes consideration of our Decade of Change targets. We are keen to maximise our ability to achieve our energy efficiency goals through selection of equipment for the airport. During 2015, sustainability criteria were included in Construction Frameworks procurement for Buildings, Civil Engineering and Mechanical and Electrical Engineering - Low and Medium complexity categories.

- At the Pre-Qualification stage, screening and scoring focused on Environment and CSR policies. This includes whether contractors maintain programmes to support the local economy e.g. buying from local businesses, providing local jobs; apprentice and skills programmes.
- At the RFP stage, screening and scoring focused on Sustainable Design, Procurement & Construction, including resource efficiency and sustainable materials; and Resourcing, Recruitment, Retention, including project recruitment and retention, and how opportunities for sustainable local employment, skills and training (including apprenticeships) would be maximised.

Action Plan for 2016

We will continue to include a local economy component in sustainability criteria for relevant procurement processes such as construction and development.

Jacobs Verification Result: **This Action Plan Action is on track** 

Jacobs Verification Summary

In 2015 the planned refinement of Construction Frameworks procurement resulted in the introduction of local economy criteria, alongside existing sustainability criteria, in GAL's procurement processes. In 2014/15 construction spend was £185 million and therefore represented a substantial procurement spend. The overarching approach was to encourage SMEs with a local presence to bid for work. 'Local' was defined by the 'Gatwick Diamond' criteria.

Sustainability criteria included at the Pre-Qualification stage included sustainability questions covering environmental management; Corporate Social Responsibility (CSR) policy; and initiatives that may help GAL reduce its sustainability impact. At the Request for Proposal stage the sustainability criteria for 'people and diversity' included questions on opportunities for sustainable local employment, skills and training including apprenticeships; local SME and 'not-for-profit' partnering. Other questions covered supply chain verification; sustainable design and procurement approach; and engagement with schools/colleges.

For example, the scoring criteria for assessing local recruitment and resourcing awarded the highest score for evidence of: significant ambition in recruiting locally; long term training academies or relationships with local colleges; and strong relationship with local communities. Lack of evidence and outsourcing a solution with little acknowledgement of the need to recruit directly or locally would have the lowest score.

The responses received from small and large size bidders indicated that GAL had attracted bidders with knowledge and verifiable experience that addressed GAL sustainability criteria, including local economic impact. For example one bidder stated that it agreed local spend targets for projects, and regularly achieved over 70% of project spend within a 40 mile radius of the site and 85% of site labour from within 40 miles of the site.

The evaluation weightings were set at a level to recognise good sustainability practice and evidence. For example the 'People' section of the RFP had four questions making up 10%.

Following on from the Construction Framework development the procurement team has developed a standard PQQ template that includes an environmental and sustainability section with for example, electricity supply from sustainable/renewable energy.

The ongoing sustainability performance of contractors after appointment will be assessed according to sustainability KPIs that are being developed. The performance mechanism is being trialled for six months to check that KPIs have been set at appropriate 'stretched' levels.

GAL has a performance monitoring programme to assess the effectiveness of the Construction Framework sustainability criteria. GAL monitors and reports its local suppliers spend performance: it was £74.1 million in 2015, which was £10 million more than in 2014. However there are no targets or goals set.

Jacobs is satisfied that progress with the Local Economy Action Plan Action 5 is on track.

Jacobs Commentary and Recommendations

No recommendations to date.

Jacobs Suggestions

It is suggested that a SMART (Specific, Measurable, Achievable, Relevant and Timely) target is set against which GAL can monitor its performance in embedding sustainability criteria, including local economic impact criteria, into Gatwick's procurement processes. For example, 'percentage spend by local suppliers by 2020'.

GAL Response

The suggestion on target setting will be considered as part of Procurement forward planning.

6. Review and report on local and on-airport employment and skills programmes by Gatwick's major framework suppliers.

Status: **On Track**

Reported Progress 2015

Towards the end of 2015 we commissioned a report to research future employment and skills needs to support the development of Gatwick's future employment and skills strategy. This covers:

- Educational and skills profiles of the airport's 'travel to work area'
- Existing employment profile of the airport
- Best practice employment schemes
- Recruitment challenges; and
- Barriers to potential airport employees.

The report covers recruitment and retention, wages, travel to work, shifts, working patterns and seasonality, family arrangements and work, skills, career progression, construction and the Gatwick 'brand' as a workplace. The report was completed at the end of the year, and will inform our plans for 2015 and beyond.

Action Plan for 2016

We will use the employment and skills report to inform our strategy, and will communicate key findings to regional partners who are interested, and explore opportunities for partnership work in consideration of the report's recommendations.

7. Support local businesses through the Meet the Buyer programme, working closely with Gatwick Diamond Initiative and other delivery partners to build its value in improving accessibility to the airport supply chain for local and regional firms.

Status: **On Track**

Reported Progress 2015

We were joint headline sponsor for the Gatwick Diamond Meet the Buyer, held in July 2015, and are pleased to have been actively involved in this event since 2002. Once again, seminars were held leading up to the event (April – June) to prepare suppliers to do well on the day, with 124 delegates attending across the 3 sessions

- Understanding Airport Procurement (which we led)
- Pitching, presentation and closing skills
- Understanding procurement and winning bids

On the day, 45 purchasing managers from 23 buying organisations attended as buyers, and 104 delegates from 79 companies attended as suppliers. Expected business generated from the event was lower than expected, at £330,000 and we are looking at lessons learned to improve the outcomes of the event for 2016.

Delegate feedback: "Expanded (my) knowledge of what's going on locally, lots of dialogue between new contacts we would not have had if we didn't attend the event - we will attend again for sure.

Action Plan for 2016

Working with the Gatwick Diamond Initiative, we will continue our involvement with the Meet the Buyers programme. We plan to extend our local supply chain work to provide greater continuity throughout the year, and to reach a slightly wider audience in the region.

8. Share relevant and available information with stakeholders, and report performance internally and externally, including GATCOM and Decade of Change report.

Status: **On Track**

Reported Progress 2015

Local Economy initiatives continued to be reported to GATCOM and steering group meetings, included in 2014 and upcoming 2015 Decade of Change reports, and S106 Annual Monitoring reports, Gatwick website, and quarterly Community newsletter.

Additional KPIs were developed for inclusion in 2015-18 Action Plan and will be reported from 2015 onwards.

Action Plan for 2016

Continue reporting and further develop communications approach.

LOCAL ECONOMY KEY PERFORMANCE INDICATORS

Local Economy	2015
Annual spend with local and regional suppliers (East & West Sussex, Surrey & Kent postcodes)	£71.4m
Meet the Buyers - number of buyers attending	45 managers from 23 buying organisations
Meet the Buyers – number of suppliers attending	104 delegates from 79 companies
Total employed at Gatwick Airport – full site	21,000
GAL employees	2,704
% GAL employees from local area (RH postcodes)	56%
Number of GAL graduates and apprentices	20

G. UTILITIES MANAGEMENT

ENERGY MANAGEMENT ACTION PLAN

1. Agree annual energy reduction targets in line with our Energy and Carbon strategy and Decade of Change goals, and monitor performance monthly.

Status: **On Track**

Reported Progress 2015

A 1% electricity reduction target was set for financial year 15-16 (against a 2014-2015 base). This has been monitored monthly and performance is on track to exceed the target.

Action Plan for 2016

A 1.5% electricity target has been proposed for 16-17 (against a 15-16 base). This has been assessed and aligned with savings needed to deliver our Decade of Change target. Performance against the target will be monitored monthly.

2. Review performance trends and update our action plan through to 2020.

Status: **On Track**

Reported Progress 2015

Not applicable in 2015.

Action Plan for 2016

Not applicable in 2016.

3. Complete site-wide energy audit as part of achieving compliance with the Energy Savings Opportunities Scheme (ESOS).

Status: **On Track**

Reported Progress 2015

An ESOS audit was organised & completed during 2015; a compliant submission was made to the Environment Agency in November 2015.

Action Plan for 2016

Action completed in 2015. ESOS findings will be used to inform priority actions and investments, including to help us meet DOC target, see also Action 4.

4. Continue to evaluate and invest in energy efficient technologies for operational asset base.

Status: **On Track**

Reported Progress 2015

GAL has continued to invest in energy efficiency as part of its circa £150m per annum capital investment and asset replacement programmes. Notable examples of general works which include energy efficiency upgrades include the completion of Phase 2 of Pier 5 Refurbishment, part completion of the NT Development plan and the NT Toilet refurbishment programme.

Examples of projects with a strong energy efficiency focus included (i) Phase 3 of an aircraft stand lighting project which started in 2015 and by spring 2016 will conclude a 3 year programme for all stands to be converted to LED lighting (ii) Phase 1 of a project to convert external street and car park lighting to addressable high efficiency induction lights (iii) further works as part of an ongoing internal lighting upgrade programme to convert lighting to LED and introduce improved control.

Action Plan for 2016

Continue to invest in energy efficiency as part of circa £150m per annum capital investment and asset replacement programmes. In 2016 the new Pier 1 will open and the NT development plan will be complete, both delivering significantly improved energy efficiency on these areas previously. Works will start on the Airline Moves programme which will include significant amount of reconfiguration and refurbishment.

The ESOS audits will be reviewed with the intention of identifying the most appropriate projects for investment.

5. Continue to evaluate the feasibility and economic justification of alternative sources of energy production to reduce imported energy use.

Status: **On Track**

Reported Progress 2015

GAL had exploratory discussion with a number of solar providers related to onsite and offsite generation to keep abreast of the potential benefits and options available to us. GAL started a procurement activity related to waste operation & management which included an option for on-site conversion of waste to energy.

Action Plan for 2016

Continue discussions with potential solar suppliers. Following conclusion of the waste management procurement activity, evaluate the feasibility of implementing the on-site waste-energy option.

6. Continue to use and review technical standards based on recognised best practice approaches to deliver energy efficient buildings and systems, and to encourage third party airport occupants to improve their energy efficiency.

Status: **On Track**

Reported Progress 2015

The technical standard for "Energy, Carbon and Metering" was reviewed and re-drafted; following internal stakeholder review this will be re-issued during in 2016. Application of Technical standards has continued.

Action Plan for 2016

Re-issue the "Energy, Carbon and Metering" technical standard; start to implement it as part of early development phases within the capital plan.

7. Continue to improve energy metering, monitoring and reporting systems.

Status: **On Track**

Reported Progress 2015

Circa 150 old energy meters have been replaced for new versions. A series of new LV switchboards have been delivered as part of the capital plan and as per our technical standards; all the associated is integrated onto our LV telemetry system.

Action Plan for 2016

Continue to replace old and add new meters as per our capital programmes and technical standards. Introduce new reports to improve monitoring of electricity and gas sub-metered consumption related to GAL and 3rd party areas.

8. Report performance through internal governance processes and externally via stakeholder groups, websites and annual reports.

Status: **On Track**

Reported Progress 2015

Energy performance reported to MCR Committee, and in 2014 and upcoming 2015 Decade of Change reports, and S106 Annual Monitoring reports, Gatwick website, and also features in internal roadshows and Your Magazine/Airspace articles on Decade of Change.

Action Plan for 2016

Continue to report energy performance and include in internal and external communications and presentations.

ENERGY MANAGEMENT KEY PERFORMANCE INDICATORS

ENERGY	2010	2011	2012	2013	2014	2015
Total Energy consumption (kWh)	237,955,708	220,443,201	221,459,900	217,423,082	199,885,353	200,138,669
Total energy consumption – cumulative % change on 1990 baseline of 240,000,000 kWh (%)	-0.9%	-8.1%	-7.7%	-9.4%	-16.7%	-16.6%
<i>Total energy consumption by user</i>						
- Total GAL usage*	177,303,302	163,146,169	166,700,585	161,844,777	142,379,655	145,445,853
- Total 3 rd party usage	60,652,406	57,297,032	54,759,313	55,535,305	57,501,854	54,692,816

<i>Total energy consumption by fuel</i>						
Gas - consumption (kWh)	75,333,903	59,208,775	62,661,214	64,488,858	50,278,095	55,290,305
Electricity – consumption (kWh)	162,621,805	161,234,426	158,798,686	152,934,224	149,607,258	144,848,364
Renewable energy generated onsite (kWh)	n/a	n/a	54,555	52,338	55,758	53,086
% of total energy purchased or generated from renewable sources	n/a	n/a	n/a	52.3%	74.8%	72.4%
<i>Energy efficiency</i>						
Total Energy consumption per passenger (kWh per passenger)	7.59	6.62	6.47	6.13	5.24	4.97
GAL energy consumption per passenger (kWh per passenger)	5.66	4.85	4.88	4.57	3.73	3.61
Total Passengers	31,353,547	33,660,146	34,222,461	35,447,009	38,127,690	40,267,938

*Energy used to run GAL operations including terminals, offices, airfield and operational systems

H. WATER QUALITY AND DRAINAGE

WATER MANAGEMENT ACTION PLAN

1. Continue to implement the Gatwick Flood Management and Reduction Strategy, maintain the fully implemented status of the McMillan Report recommendations, and review and maintain the improvements made through these programmes.

Status: **On Track**

Reported Progress 2015

As of March 2015, all 27 elements of the MacMillan report have been implemented. 10 of the elements refer specifically to flooding, among these, significant work continues with regard to flood modelling in collaboration with the EA. Local flood mitigation equipment and plans are in place and tested regularly.

Action Plan for 2016

The next step is to analyse in greater detail our asset base and operation in terms of flood risk. The increased detail and accuracy of the flood modelling and its addition to our SAFE system will allow us to understand and predict areas at risk and mitigate or plan accordingly.

2. Continue to support the delivery of the Upper Mole Flood Alleviation Scheme (UMFAS) project, monitor its progress and engage proactively in new initiatives.

Status: **On Track**

Reported Progress 2015

GAL has contributed £4.02million to the £20.2 million UMFAS scheme. This protects the South Terminal and around 1300 local properties. The final element of the project at Clays Lake is well underway with completion expected in 2017.

Action Plan for 2016

GAL continues to work closely with the EA funding flood modelling and risk management. The EA provided flood mitigation advice to support our submission for a second runway.

We continue to explore opportunities to improve our flood resilience with the EA.

3. Maintain operational performance of the drainage ponds and system to ensure compliance with discharge consents.

Status: **On Track**

Reported Progress 2015

GAL has continued to maintain the operational performance of its drainage ponds and system in compliance with discharge consents. GAL reported one exceedance of a trade effluent consent condition in 2015 from internal monitoring. This was reported to Thames Water and no further action was required. Overall, GAL's internally monitored results and engagement with the EA shows there has been an improvement on compliance with consents in 2015.

Whilst this winter has been reasonably mild, we have had some significant rainfall events (3rd Jan/9th March). In 2015 we completed work to our main control valves to the pollution lagoons. This has enabled us to gain greater control over the level of polluted water stored and processed via the Crawley sewage works. This in turn has allowed us to maintain sufficient capacity in both lagoons.

Action Plan for 2016

We are investigating the feasibility of remote aircraft de-icing with the Airfield Operations Team. This would allow us to recover more glycol in-situ before it enters the drains and thus reduce pressure on the surface water system.

We are also working with Airfield on the increased usage of ECO2 runway de-icer. Empirical evidence from this season appears to indicate that this fluid disperses from the drainage system more rapidly than the traditional Konsin.

Jacobs Verification Result: **This Action Plan Action is on track** 

Jacobs Verification Summary

GAL's drainage ponds are a series of retention ponds (A-G Ponds) linked to pumping stations and separators with automated control valves and metering and monitoring points, for ensuring compliance with its discharge consents. Generally each pond has a 'discharge', i.e. 'clean' and 'dirty' water retention area. Overall, the system provides pollution control and surface attenuation storage.

The GAL discharge consents include environmental permits (EPs) and trade effluent consents. Discharges from the ponds into controlled waters are subject to the emission limits set in the EPs (A, D, E, F, G and M Pond EPs) that have been granted by the Environment Agency (EA). GAL's foul water discharges into the local sewers are consented via directly held trade effluent consents from Thames Water Utilities Ltd., including aircraft wash.

Environmental Permits

Each EP sets out emission limits and monitoring requirements. For instance, the D Pond permit (CTWC.2180) covers routine discharges via Outlet 1 and emergency discharges via Outlet 2 and is supported by an Operating Techniques (OT) procedure that is agreed with the EA. This permit is in the process of being revised. D Pond emission limits are as in the table below, with instantaneous sampling specified using spot samples at a specified monitoring point for each outlet for all parameters except oil / grease which are from visual examination:

D Pond Emission Limits

Discharge Points	Parameter	Reference Period
Site drainage via Outlet 1	Maximum Rate of discharge	500 litres / second
	ATU-BOD (biochemical oxygen demand) as O ₂	10 mg/l (4mg/l as a 90%ile and 9mg/l as a 99%ile)
	pH	6-9
	Visible oil or grease	No significant trace so far as is reasonably practicable
Emergency Drainage via Outlet 2 to River Mole	pH	6-9
	Visible Oil or Grease	No significant trace so far as is reasonably practicable

Trade effluent discharge consents

Each trade effluent consent also sets flow rates and emission levels for discharges to sewer. For instance GAL has a trade effluent consent for discharges from the Old Pollution Lagoon to the Crawley Sewage Treatment Works (STW) which required the construction of a lagoon to collect contaminated surface water with a pumping station and drainage works to connect with the STW. It specifies the following limits: Maximum discharge rate of 50 litres/second and 4,320 m³/day; suspended solids: 1,100kg/day; chemical oxygen demand (COD): 1,400kg/d; glycol and acetate load: 820 kg/day; pH: 6-11; and, temperature less than 43.3 degrees Celsius.

GAL is also required to have systems to continuously and automatically sample the discharge and hold records of volume and discharge rates at its expense for inspection. Also its Aircraft Wash consent limits discharges to 60 m³/day at a maximum rate of 2.5 m³/hour or 0.7 litres/second; with various limits including COD: 3,000 mg/l.

Operational performance management

GAL uses a computerised management system (identified as the Andover system which has been used for at least five years) to monitor and control operational performance of the drainage ponds. The Andover system has metering and automated control valves at critical points across the drainage pond system to control water quality and flow rates ahead of the discharge points. For instance, Biochemical Oxygen Demand (BOD) is monitored via meters and if exceedances are registered, or the meters fail, the system automatically diverts flow from discharge to dirty water retention areas. M pond has two full retention oil interceptors at the outlet to the River Mole equipped with oil alarms.

The Andover system dashboard graphic provides real time status conditions which are colour coded to alert the operator. The system updates every 5 minutes. Real time alerts are recorded by the monitoring system, and system failures and warnings are automatically sent via the Supervisory Control and Data Acquisition (SCADA) system to the engineering duty manager. The Andover system is also used for preventative maintenance scheduling and recording, including annual calibration checks.

The Andover system also records rainfall data from a data recorder with records dating back to 2000. This information is used by the Water Quality Manager to monitor weather conditions. He also receives 24/7 text alerts on rainfall and temperature, from the Meteorological Office facility at GAL. GAL also receives a tailored flood warning service from the EA which is specific to Gatwick. This information is used to inform flood risk management in the drainage ponds while managing pollution control and to plan for the discharges from potential de-icing activities.

GAL uses a separate computerised system (IBM Maximo Asset Management software) to manage the scheduling and records of statutory maintenance of critical assets. For example, some of the drainage ponds are legally classified as 'reservoirs' and thereby subject to statutory regular inspections.

Sampling

In addition to the continuous computerised monitoring of the ponds there is a sampling programme of weekly, monthly and twice monthly tests according to the discharge determinant. GAL appointed a new water sampling company (South East Water, (SEW)) in October 2015. For each sampling point a weekly and monthly sampling certificate is provided. GAL records the results in a database that includes the sampling programme and relative consent limits.

The water management infrastructure is also operated under GAL's certified ISO14001 environmental management system which sets out requirements for inspections, auditing, reporting breaches and corrective actions to maintain compliance.

Roles and responsibilities for compliance management

The overall responsibility for the operational performance of the drainage ponds lies with the Senior Engineering Manager who reports to the Head of Engineering. The engineering duty managers monitor the Andover system 24/7 and the Water Quality Manager, who reports to the Head of Engineering via the Senior Engineering Manager, also has 24/7 access to Andover via his laptop. Other teams with access to Andover include the EUE (Estates, Utilities and Environment) Team who work with the Water Quality Manager on operation and maintenance of the water infrastructure.

The operational performance of the drainage ponds is also managed through twice weekly maintenance meetings with the EUE Team and weekly meetings with the Senior Engineering Manager.

Compliance management performance

In 2015 GAL had one exceedance in April 2015 of rapidly settled solids (220mg/l against a limit of 100mg/l), due to an interceptor maintenance issue as identified from GAL's own sampling and was not a Thames Water formal sample. It was reported to Thames Water and no further action was required by Thames Water.

In 2014 GAL had seven exceedances of phosphate for the sweeper tip and two for pH exceedances of M pond. Overall this indicates that compliance was maintained in 2015 and the performance was improved in 2015.

Exceedances are reported via the Environment, Health, Safety & Operational Resilience (EHSOR) Committee to the Executive Management Board (EMB).

In 2015 GAL had two meetings with the EA to discuss performance against the permit requirements and improvements and ongoing works at the ponds. These included discussions to formalise previous emergency discharge arrangements with the EA by revising the D Pond permit and OT to include a risk-based 'Active Discharge Plan' that integrates flood risk management and water quality compliance. The variation discussions were not completed in time to implement for winter 2015/16 therefore it was agreed with the EA that the existing permit conditions would apply.

EA discussions also included actions underway by GAL to address potential noncompliances. For instance no discharges were made from M Pond in 2015 due to high pH levels and GAL has commissioned a contractor to undertake further sampling and testing of likely sources including concrete analyses.

In 2015 there was a programme to replace manually-operated control valves with 'smart' automatic versions relocated for improved maintenance access. The new valves enable GAL to improve operational performance of the available retention capacity, e.g. GAL can divert water with elevated BOD to retention areas and relieve pressure on retention ponds holding water with lower BODs that can be discharged to the Crawley STW to make available further retention capacity.

Jacobs is satisfied that the progress for the Water Management Action Plan Action 3 is on track.

Jacobs Commentary and Recommendations

No recommendations to date.

Jacobs Suggestions

It is suggested that annual compliance performance is monitored and recorded in relation to the Water Management Action Plan Action 3 requirement; and a clear statement is made of the annual discharge consent compliance performance compared with the previous year.

GAL Response

Regarding Jacobs' suggestion on compliance monitoring and reporting, GAL is already proactive on this matter. Exceedance leading to enforcement action requires a formal sample to be taken by the Regulator. We take a proactive approach and internally monitor the performance of our plant and compliance with permits. Any issues raised within internal monitoring are notified to the Regulators and reported to the management team. We will continue to follow this process and shall consider external reporting.

4. Maintain a rolling programme of leak detection and repair.

Status: **On Track**

Reported Progress 2015

The planned programme of leakage survey did not go ahead in 2015 due to logistical issues with the contractor; the issue has now been resolved and the 2015 work has been re-programmed for Apr-16. Proactive reporting of leaks by GAL contractors led to two large water leaks being repaired in late 2015.

Action Plan for 2016

The planned programme of leakage survey will extend to two networks in 2016, the East of Railway and NT Campus. These are programmed for April and June respectively. Reactive leakage repairs will continue to be prioritised and dealt with on an ongoing basis.

5. Update water consumption map annually as part of ongoing analysis to understand where water is used on the Airport in order to maintain performance towards our efficiency targets and to help mitigate water stress in our region.

Status: **On Track**

Reported Progress 2015

The water consumption map (a hierarchical list of water meters in Excel) was further developed in 2015 with more sub-meters being added.

Action Plan for 2016

Continue to develop the water consumption map, adding meters where appropriate.

6. Continue to implement and improve performance monitoring processes to inform our water efficiency action planning in line with our water management goals.

Status: **On Track**

Reported Progress 2015

The water consumption map was converted into a monthly report so that the consumption of water meters could be tracked, trended. This proved useful on relation to confirming leakage and subsequent repair.

Action Plan for 2016

Look into the feasibility of additional AMR meters to enhance real-time monitoring of water consumption. Using the water consumption map monthly report as a basis to monitor consumption deviations.

7. Continue to evaluate the feasibility and economic justification of further use of grey water and rainwater recycling at the airport as a potential means of improving water efficiency.

Status: **On Track**

Reported Progress 2015

Not applicable - activity starts 2016.

Action Plan for 2016

Continue to look for projects within the capital investment plan that might be suitable for grey water and rainwater recycling.

8. Continue to use and review technical standards based on recognised best practice approaches to influence airport development processes and third party airport partners to improve their water efficiency.

Status: **On Track**

Reported Progress 2015

Technical standards have been used in 2015 as a basis of design for the NT toilet development programme where three major toilet facilities were upgraded during 2015.

Action Plan for 2016

Continue to review and enhance technical standards related to water efficiency.

9. Update Decade of Change target on water consumption and incorporate into monitoring and reporting.

Status: **On Track**

Reported Progress 2015

Not applicable - activity starts 2016.

Action Plan for 2016

Progress with the process of water target update and sign-off.

10. Report performance through internal governance processes and externally via stakeholder groups, websites and annual reports.

Status: **On Track**

Reported Progress 2015

Energy performance reported to MCR Committee, and in 2014 and upcoming 2015 Decade of Change reports, and S106 Annual Monitoring reports, Gatwick website, and also features in internal roadshows and Your Magazine/Airspace articles on Decade of Change.

Action Plan for 2016

Continue to report energy performance and include in internal and external communications and presentations.

WATER MANAGEMENT KEY PERFORMANCE INDICATORS

WATER	2010	2011	2012	2013	2014	2015
Total passengers	31,353,547	33,660,146	34,222,461	35,447,009	38,127,690	40,267,938
Water consumption						
Total water consumption m ³	956,439	754,599	718,369	700,902	655,064	676,249
% change on 2010 baseline (956,493m ³)		-21.1%	-24.8%	-26.7%	-31.5%	-29.3%
Total water consumption per passenger (litres)	30.50	22.42	20.99	19.77	17.18	16.80

Water Quality*	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
River Mole – Biological Monitoring						
Upstream yearly average BOD (mg/l)	2.75	3.42	3.99	2.94	5.22	2.48
Downstream yearly average BOD(mg/l)	3.39	2.69	4.01	4.95	2.61	2.44
D Pond outlet yearly average BOD (mg/l)	61.52	3.96	64.91	45.01	25.99	17.91
Days per year when 10mg/l exceeded	16	2	77	63	9	2
D pond discharge - days per year of non-compliance with EA consents	None	None	None	None	None	None
Reported fuel spills*						
Fuel spills (number of incidents)	40	44	32	26	21	24
De-icer recovery*						
Aircraft de-icer application (Litres)	1,447,190	894,494	1,898,563	776,811	796,667	684,411
De-icer recovery (Litres)	295,000	183,500	311,404	120,600	217,100	128,000
% de-icer recovery	20.38	20.51	16.40	15.53	27.25	18.70

*This data is reported on a seasonal basis (1 May to 30 April) to reflect winter use of de-icer.

I. WASTE MANAGEMENT

WASTE MANAGEMENT ACTION PLAN

1. Maintain definition of airport waste for benchmarking purposes and review annually to ensure relevance and continuous improvement in performance towards our Decade of Change targets.

Status: **On Track**

Reported Progress 2015

No changes to definition of waste or reporting method. Progress towards Decade of Change 2020 targets saw significant momentum in 2015, with recycling and reuse increasing from 40% in 2014 to 48% in 2015; and zero to landfill being achieved in May 2015 and maintained through the rest of the year. We also commenced a review of data collection on construction waste management by GAL contractors with a view to beginning to include in GAL Decade of Change reporting from 2016.

Action Plan for 2016

Continue to maintain definition for benchmarking consistency. Continue to develop construction contractor waste data collection system with a view to including construction recycling/reuse and diversion from landfill data in Decade of Change reporting.

2. Maximise recycling and waste management performance from GAL operations through new equipment and technology innovations.

Status: **On Track**

Reported Progress 2015

Sourced new waste disposal provider for CAT 1 airline waste and secured £3.8m funding for new waste management facility.

Action Plan for 2016

Implement new equipment for the waste management facility from May 2016. This will further improve our performance on waste hierarchy management and Decade of Change targets, and related data keeping and monitoring.

3. Utilise existing airport and employee communications channels to raise awareness of airport users, partners and employees about waste management facilities and performance.

Status: **On Track**

Reported Progress 2015

Updates provided via Decade of Change through articles on staff intranet and bi monthly staff magazine.

Action Plan for 2016

Continue to communicate through articles on staff intranet & bi-monthly staff magazine, and enhance signage in communal waste areas.

4. Work with retail, airline and construction partners to improve recycling and waste management processes and ensure compliance with relevant legislation.

Status: **On Track**

Reported Progress 2015

Ran a CAT 1 labelling trial with our Airline partners to improve identification of EU origin waste and reduce CAT 1 tonnage.

Action Plan for 2016

Seek APHA / DEFRA approval for CAT 1 labelling to allow operation to recycle EU identified waste.

5. Continue to engage across all relevant industries, including through groups like Sustainable Aviation, to drive best practice here at Gatwick.

Status: **On Track**

Reported Progress 2015

Continued active participation in Sustainable Aviation working group with a particular focus on CAT 1 airline waste and sharing best practice with other UK airports.

Action Plan for 2016

Continue active participation in Sustainable Aviation working group including to develop standardised UK interpretation of legislation for CAT 1 airline waste.

6. Maintain weekly and monthly monitoring process with waste contractor to drive improved performance.

Status: **On Track**

Reported Progress 2015

Continued weekly and monthly operational meetings and monthly and quarterly audits.

Action Plan for 2016

Continue weekly and monthly operational meetings and monthly and quarterly audits.

7. Report performance through internal governance processes and externally via stakeholder groups, websites and annual reports.

Status: **On Track**

Reported Progress 2015

Maintained internal and external reporting structure and auditing. Waste management performance reported to MCR Committee, and in 2014 and upcoming 2015 Decade of Change reports, and S106 Annual Monitoring reports, Gatwick website, and also features in internal roadshows and Your Magazine/Airspace articles on Decade of Change.

Action Plan for 2016

Maintain internal and external reporting structure and auditing.

WASTE MANAGEMENT KEY PERFORMANCE INDICATORS

Materials waste management	2010	2011	2012	2013	2014	2015
Total operational & commercial waste collected (tonnes)	9,685	9,206	8,803	9,315	9,803	10,494
Operational & commercial waste recycled/ reused (%)	41	54.6	40	38.7	40	49.0
Operational & commercial waste recovered for energy (%)	not known	15	50	52	39.6	46.6
Operational & commercial untreated waste sent to landfill (%) *	not known	30.4	10	9.3	20.4	4.3
Operational & commercial waste per passenger (kg)	0.31	0.27	0.26	0.26	0.26	0.26
New KPIs from 2015	2015					
Construction waste (tonnes) *	2,372					
Diversion from landfill (%)	97					

* The variation in Operational waste-to-landfill performance is due primarily to shifts in supply chain waste recovery capabilities including Category 1 airline waste-handling.

This supply chain capability expanded between 2011/12, experienced constraints in 2014 and has now expanded again.

J. ACTION PLANNING

The Company's Objectives:

To secure the appropriate and timely compilation scrutiny and implementation of the Company's proposed Action Plans.

Obligation 8.1

The Company will no later than 31 December 2017 review and update Action Plans specifying its prioritised programme of activities to address the following issues:

- Air quality
- Noise (for the purpose of this Agreement the Company's Environmental Noise Directive Noise Action Plan as approved from time to time)
- Water quality and drainage
- Waste management and
- Utility management

Status: **On Track**

Reported Progress 2015

In parallel to the finalisation of the S106 agreement extension in late 2015, we reviewed and updated our Action Plans for 2015-2018 on Air Quality, Noise, Water Management, Waste Management, Energy and Surface Access (i.e. the issues listed in Obligation 8.1 and 8.3) and on Biodiversity, Carbon, Community, Local Economy. In doing so we took into account feedback on the 2012-2014 Action Plans. The draft Action Plans were shared in January 2016 with the Borough Council and the County Council for their feedback, much of which was incorporated in February 2016 in a further round of updates to the Action Plans.

Action Plan for 2016

Not Applicable.

Obligation 8.2

The County Council and the Borough Council will be consulted on drafts of the Action Plans.

Status: **On Track**

Reported Progress 2015

In January 2016 the draft Action Plans were shared with the Borough Council and the County Council for feedback which was incorporated in a further round of updates to the Action Plans during February 2016.

Action Plan for 2016

Not Applicable.

Obligation 8.3

The Company in consultation with the Transport Forum Steering Group will as and when it publishes an updated Surface Access Strategy to replace the 2012-2030 version produce a Surface Access Action Plan containing a prioritised programme of activities pursuant to such Strategy.

Status: **On Track**

Reported Progress 2015

The 2012-2030 Surface Access Strategy remains in place with the associated Surface Access Strategy Action Plan. In addition, we have included a summary Surface Access Action Plan within the setup of the ten Section 106 / Decade of Change Action Plans 2015 – 2018.

Action Plan for 2016

Not Applicable.

Obligation 8.4

The Environmental Consultant appointed to review the Monitoring Report referred to in Obligation 9.2 in accordance with Obligation 9 shall coincident with that review separately scrutinise any new or materially altered Action Plan produced in the preceding calendar year in accordance with paragraphs 8.1 and 8.3 above but not one altered pursuant to paragraph 8.5 below and shall submit to the Company and the Councils a report containing its views on:

8.4.1 whether the Action plan is fit for purpose, and

8.4.2 whether and in what manner and to what end the Company should consider revisions to the Action Plan

Status: **On Track**

Reported Progress 2015

Discussion on 'Fit for Purpose Review' of the updated Action Plans commenced with the Borough Council, County Council and Environmental Consultant in March 2016.

Action Plan for 2016

Contribute to and conclude the 'Fit for Purpose Review'.

Obligation 8.5

The Company shall consider the Environmental Consultant's report and consult the Councils on its intended response to the Environmental Consultants report and shall make such changes as are reasonably appropriate.

Status: **On Track**

Reported Progress 2015

Not Applicable.

Action Plan for 2016

To undertake this activity as required.

Obligation 8.6

The cost of the Environmental Consultant shall be paid in the following proportions:

- 50% by the Company
- 25% by the County Council
- 25% by the Borough Council

Status: **On Track**

Reported Progress 2015

Not Applicable.

Action Plan for 2016

The cost of the Environmental Consultant will be paid by Gatwick Airport Ltd in full and re-charged back to WSCC and CBC accordingly.

K. MONITORING AND REPORTING

The Company's Objective:

To ensure appropriate monitoring and reporting of the Company's activities in relation to its Obligations and Action Plan Actions.

Obligation 9.1

To monitor compliance with the Obligations of the Company contained in this Agreement and the Commitments contained in the Commitments Document and to report the results to the County Council and the Borough Council annually in accordance with the following provisions.

Status: **On Track**

Reported Progress 2015

The Obligations and Action Plan Actions were reported to the Borough and County Councils as required.

Action Plan for 2016

To adopt this approach in 2016.

Obligation 9.2

The report (“the Monitoring Report”) shall list:

9.2.1 each Obligation and Commitment;

9.2.2 the Company’s assessment of whether the Obligation or Commitment has been met or the progress made towards the Obligation or Commitment including any remedial action proposed in the Monitoring Report for the preceding year; and

9.2.3 as a minimum the following environmental indicators:

- the results of both its continuous and random monitoring of the air quality impact of the operation of the Airport with regard to the levels of carbon monoxide PM10, oxides of nitrogen/nitrogen dioxide and periodic monitoring of benzene, 1,3-butadiene and other hydrocarbons;
- the availability and serviceability of Fixed Electrical Ground Power;
- engine testing (including time place duration and need);
- complaints related to the impact of ground noise;
- waste collected by the Company’s contractor and the proportions recovered and disposed to landfill;
- the number of reports made by the Environment Agency on non-compliance by the Company with discharge consents;
- the average biological oxygen demand discharged at the Outfall; and
- the energy consumption of infrastructure within the Company’s control

9.2.4 any proposed remedial action where the Obligation or Commitment has not been met together with an appropriate timescale or where no remedial action is proposed the reasons why the Company considers remedial action is not appropriate

Status: **On Track**

Reported Progress 2015

The 2015 AMR contained this information as required.

Action Plan for 2016

To include this information in the 2016 AMR.

Obligation 9.3

The Monitoring Report shall be prepared by the Company for each Calendar year 2015 to 2017 and shall be issued to the County Council the Borough Council and the Environmental Consultant by 31 March in the year next following.

Status: **On Track**

Reported Progress 2015

The AMR was prepared and issued to the Borough and County Councils and the Environmental Consultant within the agreed timescales.

Action Plan for 2016

To continue to circulate the AMR within the agreed timescales.

Obligation 9.4

The County Council and the Borough Council shall each produce in a format similar to that of the Company a Monitoring Report relating to their Obligations.

Status: **On Track**

Reported Progress 2015

The County Council and the Borough Council issued a Monitoring Report for inclusion in the AMR detailing their Obligations and performance.

Action Plan for 2016

To continue with this approach.

Obligation 9.5

The Monitoring Reports shall be reviewed by the Environmental Consultant who subject to the provisions of paragraph 9.6 will select a sample of ten of the Company's Obligations and Commitments.

Status: **On Track**

Reported Progress 2015

This was undertaken and the full details included in the 2014 AMR prepared in 2015.

Action Plan for 2016

To undertake the selection of Obligations and Action Plan Actions with regard to this requirement in the 2015 report (to be issued in 2016).

Obligation 9.6

In selecting those of the Company's Obligations and Commitments for review the Environmental Consultant shall:

- 9.6.1 each year include no fewer than two relating to each of:
- surface access
 - aircraft noise and
 - air quality
- 9.6.2 in any two year period include at least one relating to each of:
- climate change and utility management
 - community and economy
 - land use development and biodiversity
 - water quality and drainage; and
 - waste management

Status: **On Track**

Reported Progress 2015

This was undertaken and the full details included in the 2014 AMR prepared in 2015.

Action Plan for 2016

To undertake the selection of Obligations and Action Plan Actions with regard to this requirement in the 2015 report (to be issued in 2016).

Obligation 9.7

In reviewing and reporting on the selected Obligations and Commitments the Environmental Consultant shall:

- 9.7.1 Seek to verify the accuracy of the information included in the Monitoring Report; and

9.7.2 Comment on the adequacy of the work undertaken pursuant to the Commitment or Obligation and in the case of remedial actions the adequacy of the work that they propose.

Status: On Track

Reported Progress 2015

This was undertaken and the full details included in the 2014 AMR prepared in 2015.

Action Plan for 2016

To continue with this approach as required and to include the commentary in the 2015 AMR (to be issued in 2016).

Obligation 9.8

The Company will compile into the Monitoring Report the Environmental Consultant's recommendations and conclusions and its own response to such recommendations and issue the combined document to the County Council and the Borough Council by 31st August in the year following the year being reported.

Status: On Track

Reported Progress 2015

This was undertaken and the full details included in the 2014 AMR prepared in 2015.

Action Plan for 2016

To continue with this approach as required and to include the commentary in the 2015 AMR (to be issued in 2016).

Obligation 9.9

The cost of the Environmental Consultant shall be paid in the following proportions:

- 50% by the Company
- 25% by the County Council
- 25% by the Borough Council

Status: On Track

Reported Progress 2015

The cost of the Environmental Consultant was paid by Gatwick Airport Ltd in full and re-charged back to WSCC and CBC accordingly.

Action Plan for 2016

The cost of the Environmental Consultant will be paid by Gatwick Airport Ltd in full and re-charged back to WSCC and CBC accordingly.

L. THE BOROUGH COUNCIL

The Borough Council's Obligations:

Obligation 10.1

To meet with the Company, the County Council and the Adjoining Authorities on at least two occasions a year in order to discuss issues relating to long term Airport parking both on and off Airport in order to minimise the level of unauthorised parking.

Status: **On Track**

Reported Progress 2015

The last meeting took place on 27th January 2016 to discuss the results of the 2015 parking survey and other issues relating to long term Airport parking. It was agreed between the Company, County Council and Adjoining authorities in 2011 to undertake one survey of parking per year in September to better represent the peak period at the airport. This resulted in one post count meeting rather than the previous two. It was also agreed that should there be sufficient issues to discuss between the annual survey, another meeting in May would be arranged as and when needed. An additional meeting was not necessary in 2015.

Action Plan for 2016

GAL will continue to be invited to meetings with the other local authorities to discuss long term parking issues.

Obligation 10.2

To meet with the Company on at least two occasions a year in order to provide feedback on issues being raised through the Gatwick Joint Local Authorities meetings and Gatwick Officers Group and to consider:-

- any emerging planning, transport or environmental policies or issues of relevance to the operation and development of the Airport;
- employment trends and other matters bearing on the economy of the sub-region; and
- progress on the implementation of Commitments and Obligations.

Status: **On Track**

Reported Progress 2015

The Borough Council and the County Council met with GAL on at least two occasions in 2015 in relation to the Legal Agreement and issues raised through GOG/GJLAM. The Borough Council also met with GAL on several occasions regarding planning policy, economic development and transport infrastructure.

Action Plan for 2016

Meetings will continue to be scheduled and matters discussed as required.

Obligation 10.3

To run a Gatwick Officers Group comprising officers from the Borough Council, the County Council and the Adjoining Authorities, charged with discussing and considering amongst other things:-

- Implementation of the Gatwick Master Plan, S106 Agreement, GAL Commitments and Action Plans, and the Gatwick Supplementary Planning Document;
- Current and emerging issues related to the operation, growth and development of the Airport including future forecasts and topics;
- To invite the Company as appropriate to discuss the above
- Preparing reports and issues to be discussed by Councillors at the Gatwick Joint Local Authorities meeting.

Status: **On Track**

Reported Progress 2015

The Gatwick Officers Group (GOG) met on four occasions in 2015 in February, May, July and September."

Action Plan for 2016

The Borough Council will continue to organise GOG. Agendas and notes to be saved into a central folder.

Obligation 10.4

To maintain appropriate mechanisms to consult with the County Council and Adjoining Authorities on any proposals for Development at the Airport.

Status: **On Track**

Reported Progress 2015

Local Authorities are consulted on planning applications. Major development proposals are discussed at GOG/GJLAM.

Action Plan for 2016

The Borough Council will continue liaison with other local authorities in line with current arrangements.

Obligation 10.5

To consult the Company on any future Council proposals for road user charges that would apply to staff or passengers travelling to or from the Airport and to give fair consideration to the Company's response on the appropriateness and use of such charges.

Status: **On Track**

Reported Progress 2015

There are currently no proposals for road user charging.

Action Plan for 2016

No actions proposed as there are currently no proposals for road user charging in the area.

Obligation 10.6

To hold an annual meeting with other relevant local authorities and the Company on issues relating to air quality impact of operations at the Airport and to exchange all relevant data/information at the time.

Status: **On Track**

Reported Progress 2015

It was agreed by all members of the Air Quality Group that, due to time constraints, the sharing of information/data and updating of the air quality impact of operations at Gatwick would be done via the circulation of Gatwick's update report and other reports from the joint authorities' group, primarily: Reigate and Banstead, WSCC and Crawley. This took place in December 2015 / January 2016.

Action Plan for 2016

The date for this year's meeting should it be considered necessary is set for Tuesday November 15th at 2pm, Crawley Town Hall.

Obligation 10.7

To use reasonable endeavours to work with Network Rail and/or the Company regarding the redevelopment of the railway station serving the Airport in order to provide the Airport with an efficient railway interchange which suits the needs of all users and where opportunities arise to improve multi modal interchangeability of the Airport.

Status: **On Track**

Reported Progress 2015

The Borough Council has been kept informed of the Company's proposals for redevelopment of the rail station.

Action Plan for 2016

The Borough Council will continue work with Network Rail/GAL on redevelopment of the rail station and to improve the intermodal interchange.

Obligation 10.8

To work with the Company on the implementation of its investment plans and in particular those directed at the enhancement of the Airport's Terminals forecourt areas.

Status: **On Track**

Reported Progress 2015

The Borough Council continues to liaise with the Company regarding its investment plans through the Company's Planning Manager.

Action Plan for 2016

The Borough Council will maintain liaison with the Company through meetings with management and planning representatives.

Obligation 10.9

To monitor compliance with the Obligations of the Borough Council and to provide the results of that monitoring to the Company for inclusion in the Monitoring Report to be prepared by the Company in accordance with the timetable and requirements set out in Schedule 9.

Status: **On Track**

Reported Progress 2015

The Borough Council provided information on compliance with its Obligations at the S106 management meetings and contributes to the preparation of the 2015 AMR.

Action Plan for 2016

The Borough Council will continue to review compliance at quarterly S106 management meetings with GAL and WSCC.

Obligation 10.10

To pay an equal contribution with the County Council towards the 50% cost of the Environmental Consultant to be appointed pursuant to Schedule 9.

Status: **On Track**

Reported Progress 2015

The Borough Council has paid its contribution to the costs of the Environmental Consultant for the verification of the 2014 AMR.

Action Plan for 2016

The Borough Council will continue to contribute its share of the costs of the Environmental Consultant.

M. THE COUNTY COUNCIL

The County Council's Obligations:

Obligation 11.1

To meet with the Company on at least two occasions a year in order to provide feedback on issues being raised through the Gatwick Joint Local Authorities meetings and Gatwick Officers Group and to consider:

- any emerging planning, transport or environmental policies or issues of relevance to the operation and development of the Airport.
- employment trends and other matters bearing on the economy of the sub-region
- progress on the implementation of Commitments and Obligations.

Status: **On Track**

Reported Progress 2015

The County Council met with GAL on at least two occasions in 2015 in relation to the Legal Agreement and issues raised through GOG/GJLAM.

Action Plan for 2016

Meetings will continue to be scheduled and matters discussed as required.

Obligation 11.2

To consult the Company on any future County Council proposals for road user charges that would apply to staff or passengers travelling to or from the Airport and to give fair consideration to the Company's response on the appropriateness and use of such charges.

Status: **On Track**

Reported Progress 2015

No such proposals were raised during the monitoring year.

Action Plan for 2016

No such proposals are anticipated.

Obligation 11.3

To use all monies received by the County Council from the Company pursuant to Obligation 5.7.2 strictly towards the cost of the transport or highway scheme in respect of which the payment or payments were made provided that the payment to a relevant Highway Authority for such purpose will release the County Council from any further Obligation in respect thereof.

Status: **On Track**

Reported Progress 2015

No such monies received during the monitoring year in question.

Action Plan for 2016

No payments directly to the WSCC are anticipated in 2016.

Obligation 11.4

To use reasonable endeavours to work with Network Rail and/or the Company regarding the redevelopment of the railway station serving the Airport in order to provide the Airport with an efficient railway interchange which suits the needs of all users and where opportunities arise to improve multi modal interchangeability of the Airport.

Status: **On Track**

Reported Progress 2015

The County Council has been kept informed of the Company's proposals for redevelopment of the rail station.

Action Plan for 2016

The County Council will continue work with Network Rail/GAL on redevelopment of the rail station and to improve the intermodal interchange.

Obligation 11.5

To work with the Company on the implementation of its investment plans and in particular those directed at the enhancement of the Airport's Terminals forecourt areas.

Status: **On Track**

Reported Progress 2015

The County Council continues to liaise with the Company regarding its investment plans through the Company's Planning Manager.

Action Plan for 2016

The County Council will maintain liaison with the Company through meetings with management and planning representatives.

Obligation 11.6

To monitor compliance with the Obligations of the County Council and to provide the results of that monitoring to the Company for inclusion in the Monitoring Report to be prepared by the Company in accordance with the timetable and requirements set out in Schedule 9.

Status: **On Track**

Reported Progress 2015

The County Council provided information on compliance with the Obligations at the S106 management meetings and contribute to the preparation of the 2015 AMR.

Action Plan for 2016

The County Council will continue to review compliance at quarterly S106 management meetings with GAL and WSCC.

Obligation 11.7

To pay an equal contribution with the Borough Council towards the 50% cost of the Environmental Consultant to be appointed pursuant to Schedule 9.

Status: On Track

Reported Progress 2015

The County Council paid its contribution to the costs of the Environmental Consultant for the verification of the 2014 AMR.

Action Plan for 2016

The County Council will continue to contribute its share of the costs of the Environmental Consultant.

9. JACOBS VERIFICATION STATEMENT AND SUMMARY

The intended users of this verification statement are Gatwick Airport Limited (GAL), West Sussex County Council (WSCC), Crawley Borough Council (CBC) and associated stakeholders.

1.1 RESPONSIBILITIES

The information and presentation of data within the 2015 Annual Monitoring Report (AMR) is the responsibility of GAL, WSCC and CBC. This statement is the responsibility of Jacobs and represents our independent opinion and is intended to be read in its entirety by readers of the GAL 2015 AMR.

1.2 REPORTING ORGANISATIONS

The reporting organisations are the signatories to the Section 106 (hereafter S106) legal agreement. These being:

- GAL – the Airport Operator at Gatwick;
- WSCC – the Local Highway Authority; and
- CBC – the Local Authority.

Whilst WSCC and CBC are the reporting organisations, they also represent the interests of the neighbouring authorities as part of the S106 Steering Group.

1.3 SCOPE OF THE VERIFICATION

As part of the S106 legal agreement, GAL and the other signatories of the agreement (WSCC and CBC) are required to appoint an Environmental Consultant to review and verify their AMR. Jacobs was commissioned to review the 2015 AMR.

Jacobs was required to:

- Select a sample of 10 of GAL's Obligations or Action Plan Actions in line with the S106 agreement. In previous years, Jacobs has been required to audit GAL's Obligations and Commitments. In 2011, new Action Plans were drafted by GAL which incorporated all the Commitments within the Action Plan Actions. These Action Plans were further reviewed and updated in 2015. As a result, the verification of GAL's 2015 AMR will select items for audit from the Obligations and these new Action Plan entries.

- In selecting the Obligations, the annual verification must include at least two Obligations or Action Plan Actions relating to each of surface access, aircraft noise and air quality, and in any two years at least one relating to each of the following:
 - climate change and utility management;
 - community and economy;
 - land use development and biodiversity;
 - water quality and drainage; and
 - waste management.

Jacobs' role is to review and report on the selected Obligations/ Action Plan Actions to:

- Verify the accuracy of the information included in the monitoring report; and
- Comment on the adequacy of the work undertaken including any proposed remedial action.

1.4 METHODOLOGY

The process of selecting the Obligations/Action Plan Actions for verification considered the requirements of the:

- S106 legal agreement;
- Principles of the AA1000 Accountability Principles Standards (2008);
- Global Reporting Initiative Reporting Guidelines, for which Obligations have not recently been audited;
- Obligations or Action Plan Actions which required completing by 31 December 2015; and
- Results of previous audits.

The verification was undertaken between May 2016 and June 2016, and was conducted via meetings and email correspondence with the relevant AMR Obligations/action plan owners at GAL. During the audit, evidence of progress was provided in the form of quantitative and qualitative data. These documents were reviewed to verify the accuracy of the information included in the 2015 AMR.

For each Obligation/Action Plan Action, Jacobs established if the progress stated in the AMR was accurate, if the Obligation/Action Plan Action was on track and if the 2016 actions were adequate. The findings are provided for each Obligation / Action Plan Action selected in the main body of the AMR Verification report and are summarised within this verification statement.

1.5 FINDINGS AND CONCLUSIONS

1.5.1 Inclusivity, Materiality and Responsiveness

The S106 legal agreement defines what GAL, WSCC and CBC have to report against in the AMR. The contents of GAL 2015 reported progress and 2015 AMR Action Plan is decided through the S106 steering group meetings (attendees include GAL, WSCC and CBC).

The verification status for each of the 10 items audited is rated using the RAG (Red, Amber, and Green) rating and is described in more detail in Section 3.

In previous years, GAL has held quarterly meetings with WSCC and CBC to discuss the S106 legal agreement and RAG (Red, Amber, and Green) status reported within the AMR. Further discussions took place in 2015 on the extension of the S106 legal agreement. On 10 December 2015, the S106 legal agreement was updated and extended to 2018. GAL has proactively engaged with WSCC and CBC in 2015 and it is recommended this continues.

1.5.2 Audit Findings

Eight out of ten Obligations / Action Plan Actions audited were found to be on track (i.e. GREEN).

Two out of ten Obligations / Action Plan Actions were found to be partially on track (i.e. AMBER).

- Air quality Action Plan Action 1: Continue to work with RBBC and business partners to monitor and evaluate local air quality impacts in the context of the Horley Gardens AQMA.
- Surface Access Action Plan Action 8: Cleaner Vehicles: Apply the latest Euro Standards for cleaner vehicles in new vehicle contracts

No Obligations / Action Plan Actions were found to be not on track (i.e. RED).

1.5.3 Recommendations¹:

Recommendations for revisions to the presentation of information in the AMR were made for 2015. These are specific to the individual Obligations and Action Plan Actions and are noted within our full verification report. Each of these revisions has been subsequently amended in the final AMR.

Recommendations were made regarding actions to be taken in 2015/2016. These are specific to the individual Obligations and Action Plan Actions and are contained in the AMR.

The following points summarise the recommendations:

- It is recommended that GAL contributes to the annual meeting on Air Quality Monitoring and Modelling with the surrounding Gatwick Authorities and respond promptly to any engagement when requested.
- It is recommended that all meetings (including informal sessions with residents) and events that take place through GAL's programme of engagement for Noise and Airspace change should be recorded.
- Although existing GAL vehicle contracts include requirements for applicable Euro Standards there was no process to ensure the latest Euro Standards will be applied in new contracts. It is recommended that a process is in place to ensure that the latest Euro Standards are applied within the new vehicle contracts.
- It is recommended that GAL records progress on the electric vehicle programme with a written audit trail.
- It is recommended that all biodiversity surveys completed are included within the biodiversity survey tracker.
- It is recommended that the detailed biodiversity action plans state that aquatic surveys are currently carried out as part of the water quality monitoring scheme.
- It is recommended that GAL updates the North West Zone Biodiversity Action Plan to state that the small mammal surveys also target Harvest Mice.

In addition to the above recommendations there are a number of suggestions²:

- It is suggested that GAL could consider further options to reduce APU usage by exploring the provision of Pre-Conditioned Air.
- It is suggested that GAL amend the Surface Access Action on Cleaner Vehicles to "Cleaner Vehicles: Apply the latest Euro Standards for all road related vehicles to ensure cleaner vehicles in new vehicle contracts by 2020."
- It is suggested that GAL considers a documented process with roles and responsibilities to check and report that new vehicle contracts include the latest Euro Standards.
- The terms of tender documents and contracts could be modified to ensure that the latest Euro Standard is specified as a minimum, i.e. replace statements including a specific Euro Standard with a generic statement such as: 'the contract vehicles shall meet the latest Euro Standard as a minimum'.
- It is suggested that the background information included in tender documents including vehicles could highlight the GAL Commitment to 'apply the latest Euro Standards for cleaner vehicles' when referencing GAL's sustainability and environmental responsibilities.

¹ All recommendations should be completed to ensure compliance.

² Suggestions should be completed to improve current practice

- It is also noted that GAL's current airside vehicle permitting GAD (GAD/A12/14) specifies Euro Standards according to the age of the vehicle and currently specifies only Euro IV as a minimum. It is suggested that the next revision of the GAD should have a separate grouping for 'new vehicles' that specifies 'the latest Euro Standard as a minimum'.
- It is suggested that annual compliance performance is monitored and recorded in relation to the Water Management Action Plan Action 3 requirement; and a clear statement is made of the annual discharge consent compliance performance compared with the previous year.
- It is suggested that GAL develops a written procedure documenting the process in which GAL nominates a trustee in line with the terms of the Gatwick Airport Community Trust Deed.
- It is suggested that a SMART (Specific, Measurable, Achievable, Relevant and Timely) target is set against which GAL can monitor its performance in embedding sustainability criteria, including local economic impact criteria, into Gatwick's procurement processes: e.g. 'percentage spend with local suppliers by 2020'.

Jacobs, London, August 2016.



Issued by Gatwick Airport Ltd

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