

Liverpool John Lennon Airport Consultative Committee

Date : Friday, 13 February 2015
Venue : Cavern Suite, Liverpool Airport
Time : 10.30 am

Agenda

1 Appointment of Chairman

Standing Orders require the Consultative Committee to appoint a Chairman at its Annual Meeting. Nominations will be invited at the meeting and in the event of more than 1 nomination there will be a ballot.

The Civil Aviation Act empowers the Airport Company to appoint whoever it wishes as Chairman (and/or Vice Chairman). The Company's appointee need not be an existing Member of the Committee.

2 Appointment of Vice-Chairman

The Consultative Committee is asked to appoint a Vice Chairman for the ensuing year. Nominations will be invited at the meeting and in the event of more than 1 nomination there will be a ballot.

3 Apologies

4 Disclosure of Personal Interests

As in section 7.6 of the Constitution, If a Member has a personal interest in a matter on the agenda or likely to be discussed at the meeting, they should declare it. It is at the Chairman's discretion if the member can speak or take part in the discussion or vote on the matter.

5 Minutes

To approve the Minutes of the meeting held on 21 November 2014, attached.

6 Chairman's Announcements

(Pages 1 - 6)

7 Minutes of Sub-Committees

(Pages 7 - 18)

To receive the Minutes of the Noise Monitoring Sub-Committee held on 16 January 2015, attached.

8 Public question time

A member of the public may, if present in person at the meeting, address a question to the Chairman. Any such question must relate to the business and responsibilities of the Committee.

Wherever possible 3 clear working days' notice of any question should be given to the Secretary. The Chairman may exercise discretion if such notice has not been given. The questions shall be dealt with at the beginning of the meeting or immediately prior to any particular item on the agenda to which they relate.

The Chairman or other appropriate member of the Committee shall respond and supplementary question(s) will be permitted. A written response may be given if it is not possible to provide the necessary information at the meeting. If necessary, an item shall be placed on the agenda of the next appropriate Committee or Sub-Committee meeting in order to deal with issues raised by the question.

The time allocated to questions at any meeting shall not exceed 30 minutes and the Chairman shall have discretion to vary any of these procedures if it helps the effective conduct of the business of the meeting.

9 Membership

(Pages 19 - 24)

For decision. Relevant sections from the Constitution, and current membership, attached for information:

- (1) From AGM 2014: the Travel Industry Representative vacancy be carried until the 2015 AGM and reviewed then.
- (2) ARCH under the Bridge (formerly Garston Under The Bridge Community) representative Alan Ascott has asked for his organisation to be added to the Consultative Committee instead of just to the Noise Monitoring Sub-Committee. He attended once to observe and find it's focus more relevant to the organisation.

For noting:

- (1) Geoffrey Dormand has been reinstated as representative for Wirral Older People's Parliament; and
- (2) Terry Aldridge has been appointed as main representative for Lancashire County Council in replacement of John Fillis. Cynthia Dereli remains as named Deputy.

10 Appointment of Sub-Committees and Panels

(Pages 25 - 30)

Appointment of Sub-Committees and Panels. Relevant sections from the Constitution, and current membership, attached for information.

11 Introduction to LJLA Customer Experience Programme

Verbal update from Sarah Barrett, Marketing Director, Liverpool John Lennon Airport

12 Quarterly Report

To receive the Quarterly Report by the Airport Company.

13 Complaints and Queries

To note the complaints and queries received by the Secretary since the last meeting and the responses made by the Airport Company.

14 Any Other Business

15 Date of next meeting

To confirm the dates of meetings for the Liverpool John Lennon Airport Consultative Committee and the Noise Monitoring Sub-Committee for 2015/2016 Municipal Year. The suggested are as follows:

NMSC	LJLACC
24 April 2015	29 May 2015
17 July 2015	11 September 2015
16 October 2015	20 November 2015
15 January 2016	12 February 2016

16 Exclusion of the Press and Public

If the Chairman considered that are any items should be discussed privately, the press and public would be excluded from the meeting at this point.

17 Any Other Business to be discussed in the absence of the Press and Public

For further information, please contact:

Mike A Jones, Democratic Services, Cheshire West and Chester Council
Tel. 01244 975996, Email: mikea.jones@Cheshirewestandchester.gov.uk

Date of Publication: 6 February 2015

(Pages 31 - 34)

*** The Cavern Suite is on the first floor of the terminal building, beyond the statue of John Lennon.**

Please park in the Multi-storey Short Stay Car Park opposite to the Terminal Building.

LIVERPOOL AIRPORT CONSULTATIVE COMMITTEE**21 NOVEMBER 2014
(10.30 am - 12.25 pm)**

PRESENT: Denis Knowles, Chairman of Consultative Committee
 Lila Bennett, Transform
 Suzanne Cain, Merseytravel
 Councillor Keith Deakin, St Helen's Metropolitan Borough Council
 Councillor Evelyn Hudson, Hale Parish Council
 Councillor Tom McInerney, Halton Borough Council
 Jordi Morell, West Cheshire and North Wales Chamber of Commerce
 Marshall Morris, Deputy Chairman
 Simon Osborne, National Trust
 Councillor Ralph Oultram, Cheshire West and Chester Council
 Steve Pearse, Friends of Liverpool Airport
 Tony Rice, Transform
 Councillor Colin Rowan, Hale Bank Parish Council
 Councillor Bob Swann, Halewood Town Council
 Councillor Frank Thomas, Helsby Parish Council
 Angus Tilston MBE, Wirral Transport Users Association
 Councillor Mark Warren, Frodsham Town Council
Liverpool John Lennon Airport
 Robin Tudor, Head of Public Relations, Peel Airports
Secretariat
 Mike A Jones, Assistant Secretary

44 NEW CHIEF EXECUTIVE OFFICER

Andrew Cornish, newly appointed Chief Executive Officer for Liverpool John Lennon Airport, spoke to the Committee about his background and his vision for the Airport. He had worked previously at Manchester Airport and with Aer Lingus and saw his role at Liverpool as steering the airport, growing the number of operators and increasing passenger numbers and choice of destinations. He believed that a good customer experience was crucial and recognised that more work in this area was needed but that Liverpool had the benefit of a very good, efficient operation, and valued the Committee as an engagement with the community.

Members questioned him about his plans for the Airport's Master Plan, youth employment and parking.

He offered to return with a progress report in the future.

45 APOLOGIES

Apologies had been received from:

Lila Bennett, Transform
 Councillor Evelyn Hudson, Hale Parish Council
 Marshall Morris, Chairman of Noise Monitoring Sub-Committee
 Steve Parish, Warrington Borough Council
 Simon Osborne, National Trust
 Ralph Oultram, Cheshire West and Chester Council
 Colin Rowan, Hale Bank Parish Council
 Sharron Santos-Sumner, Wirral Older People's Parliament

46 DISCLOSURE OF PERSONAL INTERESTS

Councillor Mark Warren declared a pecuniary interest as a pilot working for EasyJet.

47 MINUTES OF MEETING FRIDAY, 12 SEPTEMBER 2014 OF LIVERPOOL AIRPORT CONSULTATIVE COMMITTEE

DECIDED: That

subject to Councillor Allan Harvey's apologies being recorded from Halewood Town Council and Councillor Andrew Ambrose being noted as attending for LAGUA, the minutes of the meeting of the Consultative Committee held on 12 September 2014 be approved as a correct record and signed by the Chairman.

48 CHAIRMAN'S ANNOUNCEMENTS

The Chairman:

- welcomed Sam Lewis for Liverpool Local Enterprise Partnership and Tony Rice for Transform to their first formal meeting as representatives;
- welcomed Geoffrey Dormand who had returned to the Committee, as prospective representative for Wirral Older People's Parliament, following an illness;
- announced that he intended to retire in the next year and asked Members to consider whether they could take on the role or suggest nominations. The work of Chairman involved chairing the four Consultative Committees, attending the four Noise Monitoring Sub-Committees and attending the two-day annual meeting at other airports with their partner and the Secretariat.

49 MINUTES OF MEETING FRIDAY, 17 OCTOBER 2014 OF NOISE MONITORING SUB-COMMITTEE

DECIDED: That

the minutes of the meeting of the Noise Monitoring Sub-Committee on 17 October 2014 be received.

50 MEMBERSHIP

DECIDED: That

the following changes in membership be noted:

Tony Rice as Deputy representative for Transform (in the Community); and Sam Lewis as Deputy representative for Liverpool Local Enterprise Partnership.

51 PUBLIC QUESTION TIME

There was one member of the public present but no questions had been submitted.

52 QUARTERLY REPORT

Robin Tudor, Head of Public Relations, presented the Airport's Quarterly Business Report, covering July to September 2014. Overall, there had been a 7% fall in passenger numbers but load factors continued to perform strongly.

Key points (with comparisons with the equivalent period in the previous year) included:

- EasyJet had seen a 1.5% decrease in passenger numbers despite a 4.5% reduction in capacity;
- Ryanair's throughput for the period had decreased by 13%, despite a 17% reduction in capacity;
- Flybe had a load factor increase of 9%;
- Wizz Air saw a 5% increase in load factor despite a 19% reduction in capacity;
- Blue Air were to commence a service to Bucharest in December and announced a second destination of Bacau;
- Car parking remained strong, with a 0.002% crime or incident rate;
- The extension of the perimeter fence to the East of the runway was still delayed awaiting receipt of the Section 106 documents, which should be followed by formal planning approval then an application to stop up Dungeon Lane and re-open Bailey's Lane;
- The airport had launched a programme of initiatives to help students at nearby Enterprise South Liverpool Academy (ESLA) in Garston;
- The Airport had submitted written evidence to the Transport Select Committee Small Airports Enquiry;
- 600 Customer Service Surveys had been completed and the results appeared as graphs in the report;
- The Airport was developing a Customer Experience Programme to tackle dissatisfaction, benchmark against competitors and set targets. Officers may attend future meetings to update on progress.

DECIDED: That

the quarterly report be received.

53 REFERENCE FROM LIVERPOOL AIRPORT CONSULTATIVE COMMITTEE (12/09/2014): ANNUAL MEETING OF AIRPORT CONSULTATIVE COMMITTEES

The Chairman introduced the report on the annual meeting of Airport Consultative Committees which took place at Gatwick Airport in June.

The meeting had included an introduction and tour of the airport, and the meeting itself which looked at a broad range of issues concerning the industry and the Committees.

The meeting was overshadowed by the Davis Inquiry, which was to decide whether to recommend expansion at Heathrow or Gatwick in its report in summer 2015. However, frank discussions during the meeting highlighted the fact that this is after the next election, so any actual decision and developments may well be delayed by further reviews by incoming administrations, public inquiries and planning considerations. Any implications for regional connections may therefore also be delayed until the decision.

Other issues which could affect Liverpool, included:

- That the Chancellor had referred to Liverpool in a speech about the Regional Air Connectivity Fund, which should provide funding for links to other airports, but there was confusion over figures, since Liverpool's passenger numbers were below the stated threshold for being awarded the Fund, although the officer at the conference said that the higher figure is correct. The Airport was investigating this.

- The Future Airspace strategy, which should see aircraft flying straighter routes was to be tested on routes to Gatwick and London City before being rolled out to other airports. It should see cost benefits with more efficient routes, and reduced noise because the planes were gliding.
- new Guidelines for Consultative Committees.
- The experience and problems of Passengers with Reduced Mobility were discussed, as well as two items concerning the experience of consumers and passengers and how they were represented at Consultative Committees. It appeared that only airports with twice the numbers at Liverpool had separate arrangements for passenger discussion.

DECIDED: That

the report be noted.

54 REFERENCE FROM LIVERPOOL AIRPORT CONSULTATIVE COMMITTEE (12/09/2014): DEPARTMENT FOR TRANSPORT GUIDELINES FOR CONSULTATIVE COMMITTEES

The Assistant Secretary introduced the report on the Guidelines for Consultative Committees which the Department for Transport had issued in the summer of 2014.

Liverpool Airport Consultative Committee was broadly compliant with the guidelines although there were areas and suggestions which raised questions which the Committee tackled and commented on. These were:

- Airport users – giving greater emphasis to Customers or Customer Services. In Minute 52, above, it had been indicated that it was an area which the Airport management was concentrating on with the launch of the Customer Experience Programme, and there should be updates from that and possibly attendance by a responsible manager at future meetings;
- Private sessions – there was no facility for private discussion on agendas. Members felt that adding one on to the agenda was a sensible move as the practice was common among other bodies.
- An Annual Work Plan was suggested, but Members felt that major projects such as the Halton Curve or the Mersey Gateway bridge tended to result in presentations from involved parties, and the quarterly report tackled ongoing and regular events so no overall Plan was required.
- Code of Conduct – the Committee noted that having Members sign up to a Code was a common practice among other bodies so they were content with the Assistant Secretary arranging for all Members to personally indicate their agreement to abide by the Code.
- Planning authorities – the Airport accepted that the officers and local Members were best placed to identify any planning applications, Local Plans or developments which would affect the airport so they would be approached first and asked to flag them up to the Secretariat or Chairman for noting and monitoring.

DECIDED: That

- (1) the Department for Transport Guidelines for Airport Consultative Committees be noted;
- (2) private sessions be added to the agendas as a standard item; and
- (3) the Code of Conduct (Section 3.14) be incorporated into the Constitution and agreed by all Members.

55 COMPLAINTS AND QUERIES

There were no complaints or queries to report.

56 ANY OTHER BUSINESS

Robin Tudor gave advanced notification of an emergency exercise taking place on Bailey's Lane and Dungeon Lane near the Airport on 5 February 2015. Local residents and Councils will be notified.

57 DATE OF NEXT MEETING

The next meeting of the Consultative Committee was the Annual General Meeting, scheduled for Friday 13 February 2015 at 10.30 a.m. in the Cavern Suite, Liverpool John Lennon Airport.

Chairman

Date

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NOISE MONITORING SUB-COMMITTEE

**16 JANUARY 2015
(10.30 am - 11.10 am)**

PRESENT: Marshall Morris, Chairman
Alan Ascott, ARCH under the Bridge
Norman Elias, passenger representative
Evelyn Hudson, Hale Parish Council
John Alvey, Environmental Health, Knowsley Metropolitan Borough
Council
Larry Dack, Speke Estate
Isobel Mason, Environmental Health, Halton Borough Council
Simon Osborne, National Trust
Dr Ian Rushforth, Environmental Health, Liverpool City Council
Angus Tilston MBE, South Wirral rep, Wirral Transport Users
Association
Liverpool John Lennon Airport
Andrew Dutton, Head of Environment
Colin Barnes, Environmental Advisor
Secretariat
Mike A Jones

21 APOLOGIES

Apologies had been received from:
Mary Aspinall, Liverpool City Council, Cressington Ward
Denis Knowles, Chairman of the Consultative Committee
Mark Warren, EasyJet

22 CHANGES IN MEMBERSHIP

The Assistant Secretary gave details of appointments and reappointments notified since the last meeting.

NOTED: That

as representatives for Wirral Borough Council, Kate Hitchen had been replaced by Toby Zorn and Norman Joughin.

23 MINUTES OF LAST MEETING

DECIDED: That

the minutes of the meeting of the Noise Monitoring Sub-Committee held on 17 October 2014 be agreed as a correct record.

24 NOISE COMPLAINTS LOG

The Sub-Committee considered the Noise Complaints Log, which detailed every complaint received and the response to it, for the period 1 October to 31 December 2014. Colin Barnes gave a presentation to members on the Noise Log which included analysis of the number of noise complaints received by date, number of complainants, administrative area and the total number of complaints compared to the previous year. He also detailed the number of engine ground runs, and went on to detail a breakdown of complaints throughout 2014 and overall numbers back to 2002. A copy of the presentation is attached to these minutes.

During the period a total of 17 complaints had been received, with the highest proportion (9, or 53%) from Liverpool and concerning easyJet training flights on 14 and 15 October, which generated 7 complaints in one day. The aircraft had made up to 32 circuits of the airfield and surrounding area as part of pilot training and familiarisation. There would be further training days by easyJet before the end of March 2015. Officers confirmed that the press receive prior notification but were aware that concerns may still be reported.

Throughout 2014 there were 74 complaints, 36 from the Wirral by 15 people, with no overall apparent pattern to trigger complaints. Since 2001 there had been a gradual decline in noise complaints. They peaked in 2008 with 405 with a decline to 79 by the end of 2014. The Airport stressed that the number of complaints did not determine action taken, but rather what was safe and practical would be undertaken.

Members particularly noted two complaints, one alleging flight paths causing damage to property, which appeared unlikely because of its distance from the aerodrome, and one on Flint Mountain, which was acknowledged because of its altitude, so aircraft are closer than when referenced to ASL (above sea level) quoted.

DECIDED: That

the Noise Complaints Log for 1 October to 31 December 2014 be noted.

25 ANY OTHER BUSINESS

Davis Commission – Independent Noise Commission

Andrew Dutton informed members that a suggestion of an interim report of the Davis Commission, which had been looking at airport capacity in the South East of England, was to establish an Independent Aviation Noise Commission. The Airport had commented that there were already several agencies involved in noise management which is less than ideal. These included Department for Transport, Department for Environment, Farming and Rural Affairs, Local Authorities as well as Noise Monitoring Sub-Committees at airports. Adding another was more likely to cause further confusion.

26 DATE OF NEXT MEETING

The next year of meetings of the Noise Monitoring Sub-Committee were to be determined at the Consultative Committee meeting scheduled for 13 February 2015 at 10.30 a.m. in the Cavern Suite, Liverpool John Lennon Airport. The **provisional** dates were as follows:

24 April 2015
17 July 2015
16 October 2015
15 January 2016

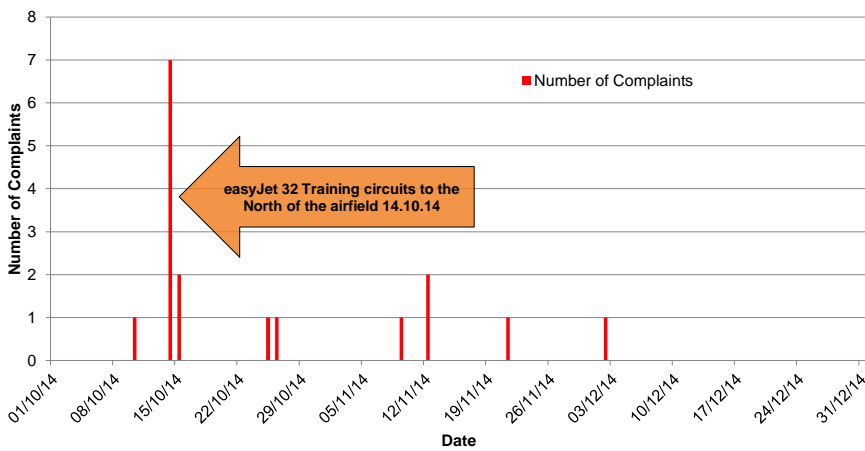
Chairman
Date

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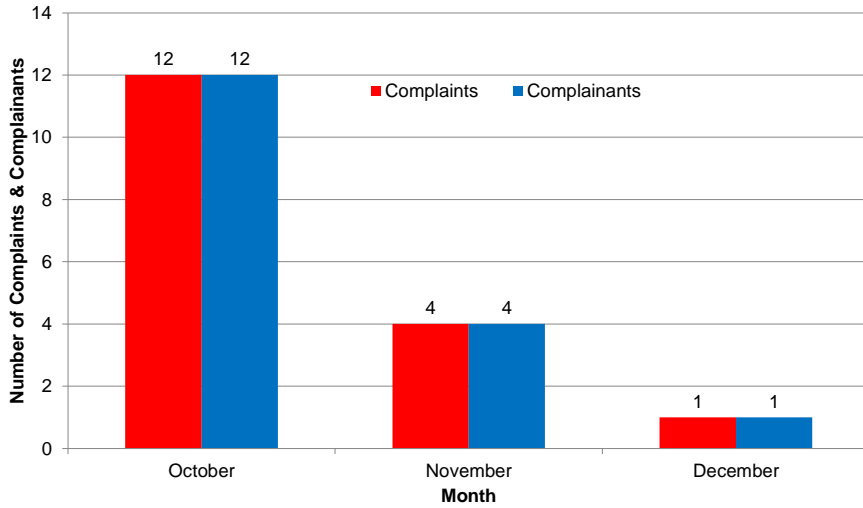
Noise Monitoring
Sub Committee
16th January 2015

www.liverpoolairport.com

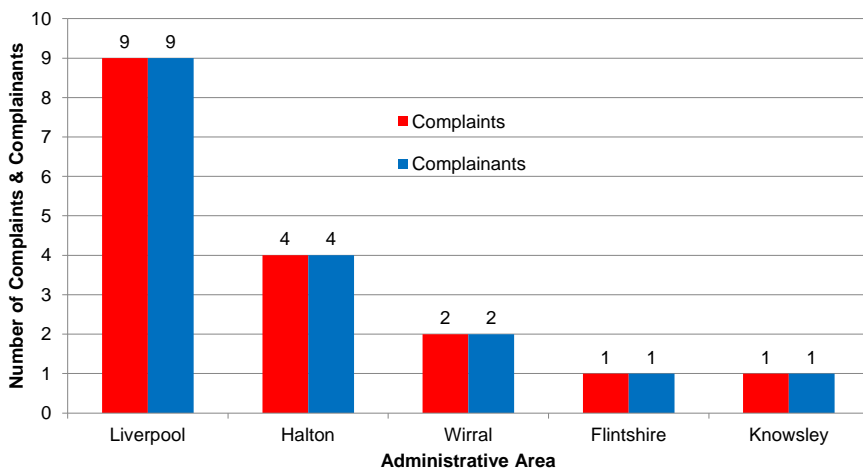
Liverpool John Lennon Airport Noise
Complaints By Day 1st October to 31st December 2014



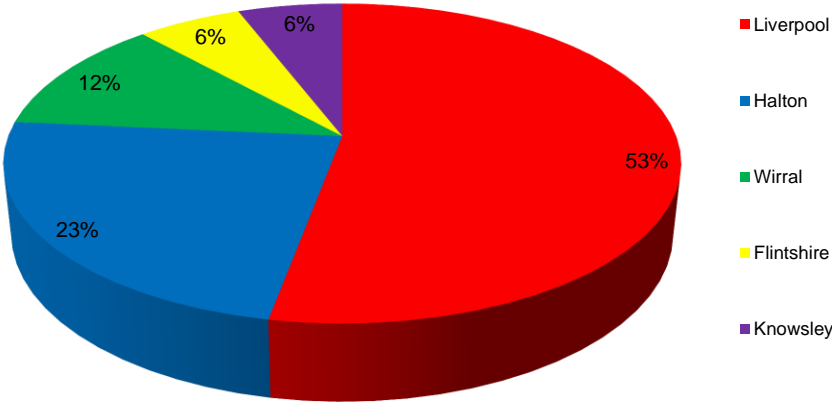
Liverpool John Lennon Airport Complaints and Complainants for 1st October to 31st December 2014



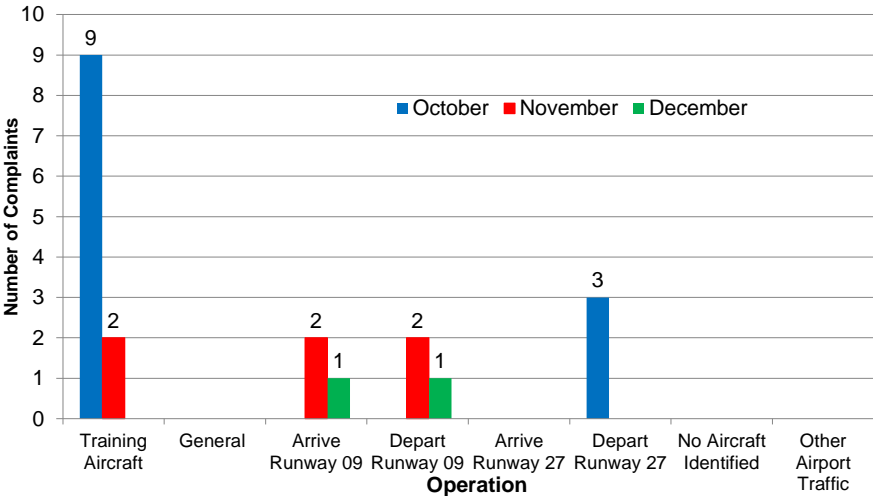
Liverpool John Lennon Airport Complaints and Complainants with Administrative Area for 1st October to 31st December 2014



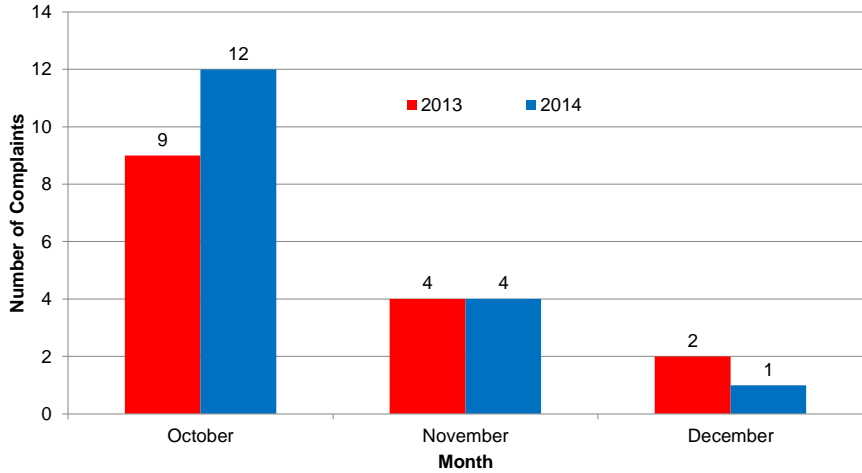
Liverpool John Lennon Airport Percentage of Complaints for Administrative Area 1st October to 31st December 2014



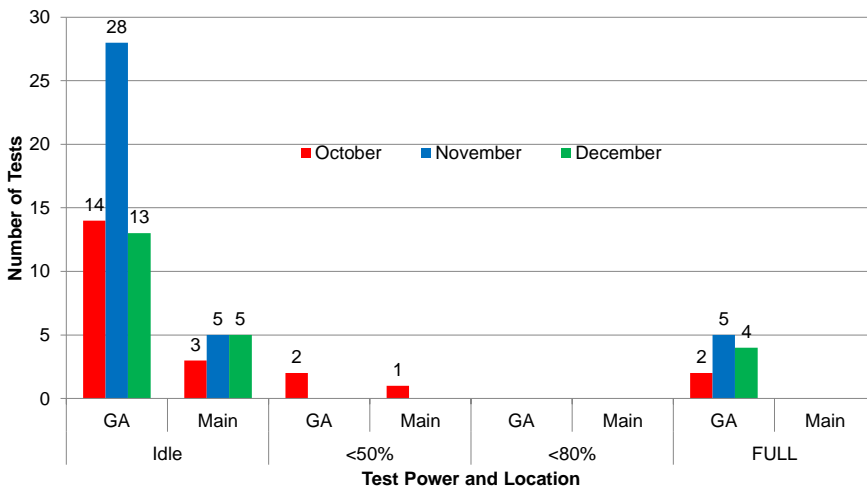
Liverpool John Lennon Airport Operations that caused Noise Complaints for 1st October to 31st December 2014



Liverpool John Lennon Airport Complaints Comparison for 1st October to 31st December 2013 & 2014



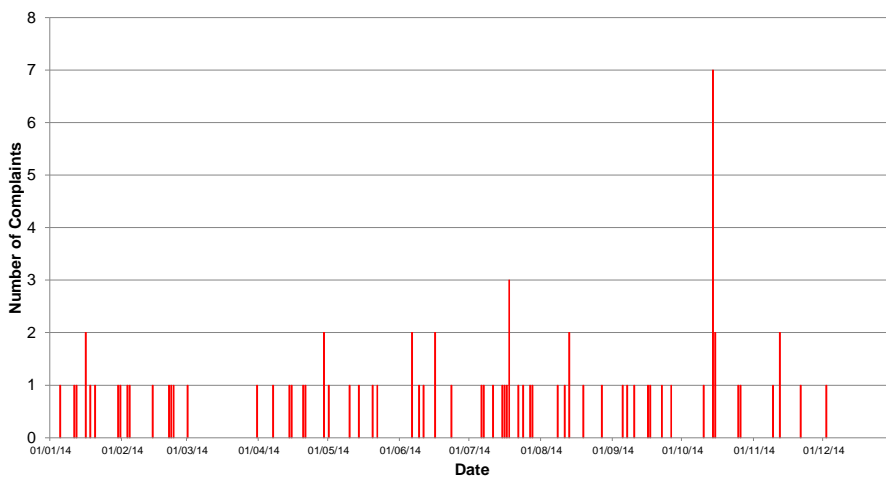
Liverpool John Lennon Airport Engine Test Runs 1st October to 31st December 2014



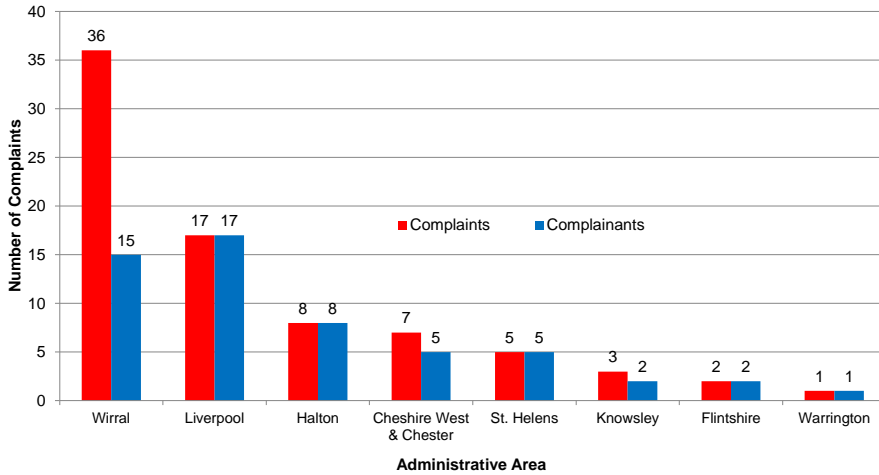
Review of 2014



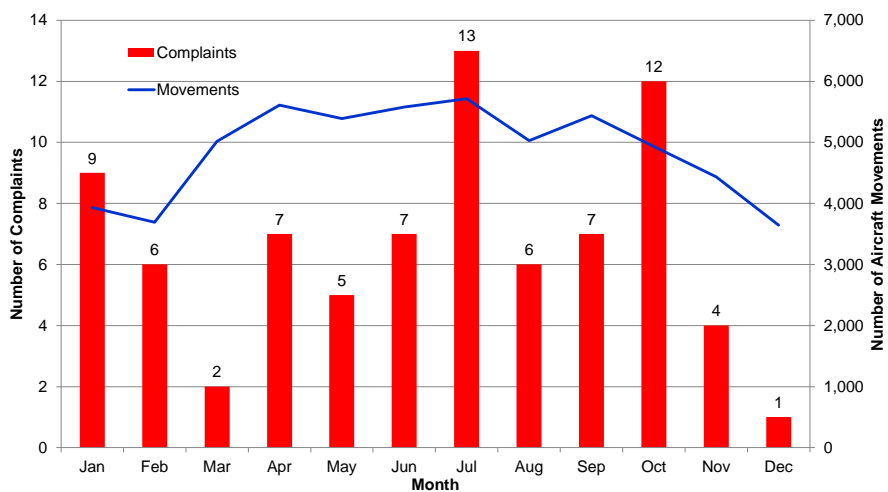
Liverpool John Lennon Airport Number of Noise Complaints per day in 2014



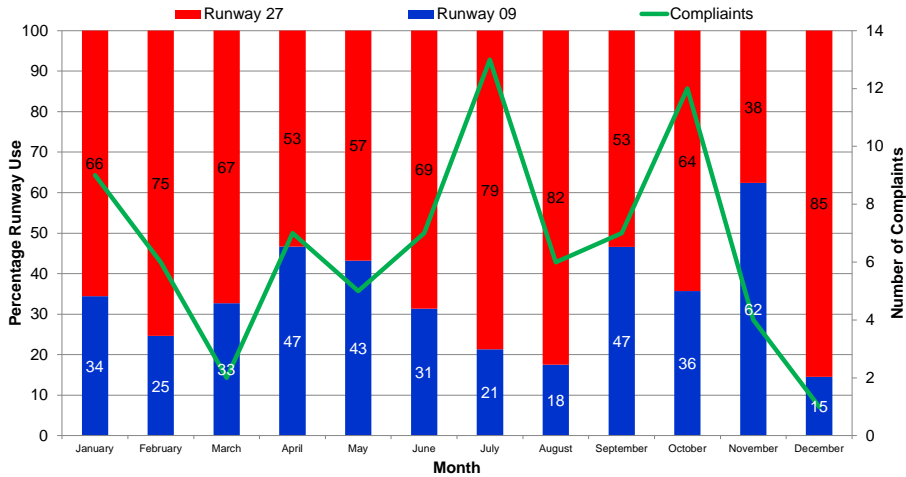
Liverpool John Lennon Airport Complaints and Complainants with Administrative Area for 2014



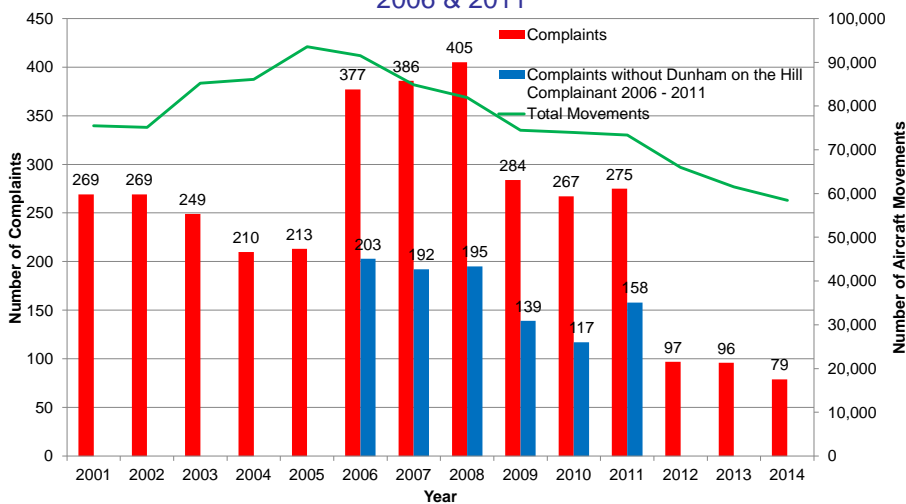
Liverpool John Lennon Airport Number of Complaints and Total Aircraft Movements for 2014



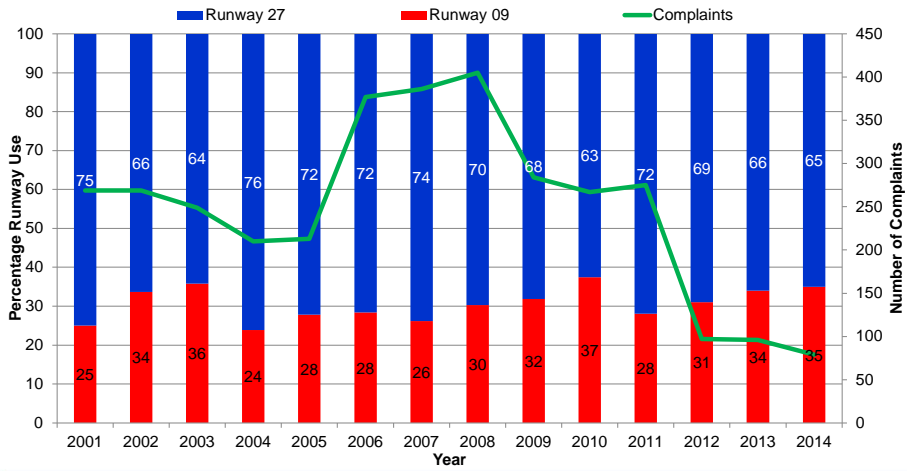
Liverpool John Lennon Airport Runway Use and Number of Complaints 2014



Liverpool John Lennon Airport 2001 to 2014 total aircraft movements and noise complaints with and without Dunham on the Hill Complainant between 2006 & 2011



Liverpool John Lennon Airport Engine Test Runs 1st October to 31st December 2014



Extracts from Constitution regarding the Consultative Committee

2. TERMS OF REFERENCE

The Committee's Terms of Reference are:-

To:

- (i) advise Liverpool Airport PLC on any matter which it may refer to the Committee;
- (ii) consider any question in connection with the operation of the Airport as it affects the communities represented or the amenities of the neighbourhood;
- (iii) make suggestions to the Managing Director of Liverpool Airport PLC on any matter connected with the administration of the Airport which could further the interests of the communities represented;
- (iv) stimulate the interests of the local population in the development of the Airport; and
- (v) protect and enhance the interests of the users of the Airport.

3. CONSTITUTION AND MEMBERSHIP

[Note: the Civil Aviation Act 1982 governs the constitution of the Committee and this Standing Order is subject to S.35 of the Act.]

- 3.1 The Committee consists of Members appointed to represent the organisations and interests listed in the Schedule.
- 3.2 Membership of the Committee will be reviewed by the Committee at its Annual Meeting.
- 3.3 Applications for Membership will be submitted to the Committee by the Secretary for consideration.
- 3.4 A Member may resign at any time by written notice to the Secretary who will report the resignation to the Committee.
- 3.5 A member unable to attend a meeting may nominate a substitute by notice to the Secretary at least one clear working day before the meeting, and the substitute may then vote on any matter considered at the meeting for which he or she is nominated.
- 3.6 Members who fail to attend the full Committee or Sub Committee on three consecutive occasions will be asked to submit a written statement to the Secretary explaining the reason for the absence.
- 3.7 The Secretary or the Member will report the explanation to the next meeting of the Committee for consideration as to what action should be taken in that particular case. The Secretary if instructed shall write to the Member's organisation to seek a new representative.

4. CHAIRMAN AND VICE-CHAIRMAN

[Note: the Civil Aviation Act empowers the operators of an airport (Liverpool Airport PLC) to appoint the Chairman of the Committee and this Standing Order is subject to that power.]

- 4.1 The Committee will appoint a Chairman and Vice-Chairman at its Annual Meeting.
- 4.2 Nominations for Chairman and Vice-Chairman will be proposed and seconded by Members who will first obtain the consent of the nominee.
- 4.3 If there is more than one nomination for Chairman or Vice-Chairman, the Secretary will ballot Members present at the meeting and declare the nominee with the greater number of votes elected.
- 4.4 In the event of an equality of votes, the Secretary will decide the election by drawing lots.
- 4.5 An unsuccessful nominee for the office of Chairman will be eligible for election as Vice-Chairman.

5. ROLE AND INDEPENDENCE OF THE CHAIRMAN

[Note: The Civil Aviation Act requires the Operators of the Airport (Liverpool Airport PLC) to meet the reasonable expenses of the Chairman, or in the absence of the Chairman, the Vice-Chairman.]

- 5.1 The role of the Chairman is to preside over meetings of the Committee and to represent its interests.
- 5.2 While holding office, the Chairman will not represent the organisation or interests on whose behalf he or she was appointed to the Committee, and that organisation will be invited by the Secretary to appoint a substitute Member.
- 5.3 The substitute member may vote on any matter considered at a meeting which he or she is present.
- 5.4 The Chairman will not vote on any matter unless there is an equality of votes when he or she may decide the matter by a casting vote.

7.2 Quorum

No business will be conducted unless at least five Members are present at a meeting.

7.3 Minutes

- (i) The Secretary will record the decisions of the Committee and submit them to the next meeting as minutes.

- (ii) The Committee will decide whether the minutes are a correct record of the previous meeting and the Chairman will then sign them.
- (iii) No other issues can be raised about the minutes.

7.4 Notice of Items for Agendas

Any items submitted to the Secretary by a Member at least eight working days before a meeting will be included on the agenda for that meeting.

7.7 Interpretation

Any question about the interpretation of these Standing Orders will be decided by the Chairman whose decision cannot be challenged.

MEMBERSHIP OF THE CONSULTATIVE COMMITTEE

Chairman	1
Vice-Chairman	1
Cheshire West and Chester Council	1
Halton Borough Council	1
Lancashire County Council	1
Liverpool City Council	1
Knowsley Metropolitan Borough Council	1
St Helens Metropolitan Borough Council	1
Sefton Metropolitan Borough Council	1
Wirral Metropolitan Borough Council	1
Hale Parish Council	1
Halewood Town Council	1
Wirral Older people's Parliament	1
Three other representatives of groups such as freight operators, concessionaires, or airline companies etc, to be determined by Liverpool Airport PLC (currently easyJet and Passenger Representative)	3
West Cheshire and North Wales Chamber of Commerce	1
Friends of Liverpool Airport (FOLA)	1
National Trust	1
South Wirral Community (Wirral Transport Users Association)	1
Merseytravel	1
Hale Bank Parish Council	1
Travel industry representative	1
Helsby Parish Council	1
Frodsham Town Council	1
Disabled Persons	1
Liverpool Chamber of Commerce and Industry	1
Warrington Borough Council	1
Total Membership	28

LIVERPOOL JOHN LENNON AIRPORT CONSULTATIVE COMMITTEE**NAMED MEMBERSHIP**

ORGANISATION	NAME	NOMINATED SUBSTITUTE
Chairman	Denis Knowles	
Vice Chairman	Mr Marshall Morris	
Liverpool Airport General Aviation Users Association	Andrew Ambrose	Jim Addison
Disabled Persons	Lila Bennett (Transform)	Tony Rice
Liverpool Chamber of Commerce and Industry	Paul Cherpeau	
St Helens Metropolitan Borough Council	Cllr Keith Deakin	
Liverpool Local Enterprise Partnership	Claire Delahunty	Sam Lewis
Passenger Representative	Norman Elias	
Lancashire County Council	Cllr John Fillis	Cllr Cynthia Dereli
Halewood Town Council	Cllr Alan Harvey	Cllr Bob Swann
Hale Parish Council	Cllr Mrs Evelyn Hudson	Cllr Andrew Ambrose
Helsby Parish Council	Cllr Andy McPherson	Cllr Frank Thomas
Merseytravel	Alex Naughton	
West Cheshire and North Wales Chamber of Commerce	Mr Jordi Morell	
Wirral Metropolitan Borough Council	Cllr Steve Niblock	
National Trust	Simon Osborne	Simon Whitehead
Cheshire West and Chester Council	Cllr Ralph Oultram	
Warrington Borough Council	Steve Parish	
Friends of Liverpool Airport	Steve Pearse	David Lovell
Liverpool City Council	Cllr Mary Rasmussen	

ORGANISATION	NAME	NOMINATED SUBSTITUTE
Sefton Metropolitan Borough Council	Cllr Michael Roche	Cllr Roy Harvey
Hale Bank Parish Council	Cllr Colin Rowan	Cllr Ray Harvey
Wirral Older People's Parliament	Geoffrey Dormand	
Halton Borough Council	Cllr Tom McInerney	
Knowsley Metropolitan Borough Council	Cllr Bob Swann	
South Wirral Community (Wirral Transport Users Association)	Angus Tilston MBE	
Frodsham Town Council	Cllr Mark Warren	
easyJet (Airlines)	Vacant	
Travel industry representative	Vacant	

Extracts from Constitution concerning Sub-Committees

8. SUB-COMMITTEES AND PANELS

8.1 The Committee may appoint Sub-Committees to assist the work of the Committee with such membership and powers as the Committee may decide.

8.2 These Standing Orders will apply to meetings of Sub-Committees except that:

(i) a Sub-Committee will appoint a Chairman and Vice-Chairman at its first meeting.

(ii) no business will be conducted unless at least three Members are present at a meeting.

(iii) the frequency, dates and places of meetings will be at the discretion of a Sub-Committee.

8.3 The Committee may appoint Panels to consider any matter and make recommendations to the Committee.

8.4 A Panel will:-

(i) consist of the Chairman and Vice-Chairman of the Committee and at least three other Members.

(ii) meet as required in private unless the Committee or the Panel otherwise determine.

(iii) otherwise determine their procedures.

8.5 The Committee will decide at its Annual meeting whether to reappoint any Sub-Committee or Panel and may alter its membership or powers or disband it at any other time.

9. URGENT BUSINESS

9.1 With the prior approval of the Chairman, the Secretary may take any action on an urgent matter which cannot await the next meeting of a Committee or Sub-Committee.

9.2 The action taken will be reported to the next meeting of the Committee or Sub-Committee.

10. INFORMATION FOR THE PUBLIC

10.1 In order to secure the widest possible public interest in the business of the Committee:

(i) the Secretary will circulate agendas and reports to the press and interested bodies when they are distributed to Members of the Committee and its Sub-Committees.

- (ii) the public and the press will be encouraged to attend meetings of the Committee and Sub-Committees.
- (iii) the Secretary with the prior approval of a Chairman of the Committee may issue press releases at any time about the business of the committee.
- (v) a register of attendance will be available which the public and press will be invited to sign.

10.2 Public Questions

- (i) A member of the public may, if present in person at the meeting, address a question to the Chairman of the Committee or Sub-Committee. Any such question must relate to the business and responsibilities of the (Sub) Committee.
- (ii) 3 clear working days notice of questions must be given to the Secretary. Questions will be dealt with at the beginning of the meeting, or immediately prior to any particular item on the agenda to which they relate. The 3 day rule is flexible only at the discretion of the Chairman of the Committee.
- (iii) The Chairman or other appropriate member of the Committee shall respond. Supplementary question(s) will be permitted. A written response may be given if it is not possible to provide the necessary information at the meeting.
- (iv) If necessary, an item shall be placed on the agenda of the next appropriate (Sub) Committee meeting in order to deal with issues raised in the questions procedure.
- (v) The time allocated to questions at any meeting shall not exceed 30 minutes. The Chairman shall have discretion to vary any of these procedures, if it helps the effective conduct of the business of the meeting.

11 CONFIDENTIALITY OF ITEMS OF BUSINESS CONSIDERED BY THE COMMITTEE OR ITS SUB-COMMITTEES OR PANELS

An item of business which in the opinion of the Secretary is confidential in nature shall not be circulated to the Press or public, and shall be included at the end of the agenda to enable it to be dealt with by the Committee or Sub-Committee in the absence of the Press and public. Decisions about confidentiality shall be made by the Secretary in consultation with the Chairman (or Vice-Chairman in his/her absence) and the Managing Director of the Airport.

12 GENERAL PURPOSES SUB-COMMITTEE

The current terms of reference of the Sub-Committee are:

“To meet when required:

- To consider in detail matters relating to Liverpool Airport and the Consultative Committee, and, where necessary, to make appropriate recommendations to the Liverpool Airport Consultative Committee; and
- To deal with matters of urgency on behalf of the Consultative Committee where a decision is required before the next available meeting of the Committee.

Membership

Chairman and Vice-Chairman (ex-officio)	2
Disabled Persons	1
Friends of Liverpool Airport	1
West Cheshire and North Wales Chamber of Commerce	1
Passenger Representative	1
Cheshire West and Chester Council	1
Hale Parish Council	1
Liverpool City Council, Neighbourhood Management Service	1
Airlines Representative (currently easyJet)	1

Total **10**

Meetings frequency: ad hoc

13 NOISE MONITORING SUB-COMMITTEE

The current terms of reference of the Sub-Committee are as follows:-

- “(1) To be a technical sub-committee of the Liverpool Airport Consultative Committee.
- (2) To meet when required (but at least quarterly).
- (3) To act within the technical role identified within the Section 106 Agreement (dated 13 November 2000 between the Airport Company and Liverpool City Council), in particular to consider and progress issues related to the Airport’s proposed:-
- Quiet Operations Policy
 - Noise Monitoring and Track Keeping System
 - Preferred Noise Routes
 - Sound Insulation Grant Scheme
 - Quota Count System
- (4) To ensure that the reports required to be prepared each year for the Consultative Committee are submitted in accordance with the S106 Agreement, and to advise the Committee as necessary on Noise and Environmental issues.”

Membership

Vice-Chairman of LACC	1
Env. Health Dept (to cover Knowsley, St.Helens and Wirral)	2
Cressington Ward Councillor	1
Speke Estate	1
Airport Users / Passengers’ Representative	1

Environmental Health Department at Liverpool City Council	1
Env. Health Dept (to cover Halton, and Cheshire West and Chester)	2
Hale Parish Council	1
Chairman of LACC	1
National Trust	1
Speke - Garston Ward Councillor	1
Arch Under the Bridge	1
South Wirral Community	1
Airlines (currently easyJet)	1
<u>Total</u>	<u>16</u>

General Purposes Sub-Committee

The current named membership is as follows:

D Knowles	(Chairman)
Mr M Morris	(Vice-Chairman)
Mr S Pearse	(FOLA)
Mr J Morell	(West Cheshire and North Wales Chamber of Commerce)
Mr N Elias	(Passenger Representative)
Cllr R Oultram	(Cheshire West and Chester Council)
Cllr Mrs E Hudson	Hale Parish Council
Mr M Warren	(EasyJet – Airlines Representative)
Lila Bennett	Disabled Persons
(one vacancy)	

Noise Monitoring Sub-Committee

The current named membership is as follows:

Organisation	Name	Nominated Substitute
Chairman	Marshall Morris	
Environmental Health, Knowsley Metropolitan Borough Council	John Alvey	Sean Jackson
Liverpool City Council - Cressington Ward Councillor	Cllr Mary Aspinall	
Speke Estate	Larry Dack	
Passenger Representative	Norman Elias	
Environmental Health, Liverpool City Council	Paul Farrell	Dr Ian Rushforth
Environmental Health, Chester West and Chester Council	Peter Hargreaves	Graham Aveyard
Environmental Health, Wirral Metropolitan Borough Council	Toby Zorn	Normal Joughin
Hale Parish Council	Cllr Evelyn Hudson	Cllr Andrew Ambrose
Chairman of main Consultative Committee	Denis Knowles	
National Trust	Simon Osborne	Simon Whitehead
Liverpool City Council – Speke – Garston Ward Councillor	Cllr Mary Rasmussen	
Arch under the Bridge	Alan Ascott	
Environmental Health, Halton Borough Council	Wendy Salisbury	Isobel Mason
South Wirral Community (Wirral Transport Users Association)	Mr Angus Tilston MBE	
Airlines – EasyJet	Mark Warren	

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QUARTERLY BUSINESS REPORT

1.0 Liverpool John Lennon Airport - Traffic Statistics

Scheduled Passenger Traffic Performance

The total traffic figure over the period October to December 2014 was 896,612 passengers which is 4% less than the same period last year, reflecting the reduced capacity during the same period, primarily by Ryanair. Winter season has seen a flattening out in capacity in Liverpool. For the year, passenger numbers fell by 5% compared to 2013 however average load factors were 80% which is 5% higher than last year and throughput for 2015 is expected to rise by 3%.

Month	2014	2013	Variance (%)
Oct	364,107	397,303	-8%
Nov	262,843	261,601	-0.5%
Dec	269,662	274,346	-2%
Q4 Totals	896,612	933,250	-4%
Annual Totals	4,026,095	4,231,181	-5%

easyJet marginally increased passengers numbers during Q4 at Liverpool with a strong average Load Factor of 82%. Winter sun markets continue to perform strongly with Lanzarote proving a particularly strong destination for the airline.

Ryanair carried 9% fewer passengers during the quarter in which they have operated less capacity at Liverpool Airport. Load Factors for the quarter were 79% which was a significant improvement on the same period last year, however reflective of less capacity in the market.

Flybe Load Factors continue to perform strongly for Flybe. During the quarter, confirmation was received that the regional operator will begin a new scheduled service to Belfast City Airport which will operate 17 times weekly during winter and increasing to 23 times weekly during the Summer season.

Wizz Air Load Factors were 1% up for the quarter which is a positive result with a 10% increase in capacity. Wizz Air has announced an additional twice weekly service to Riga and will increase services for 2015 to Gdansk which moves to a four times weekly service during Summer.

Blue Air has started positively in Liverpool with load factors for the month of December in excess of 70%. Forward projections for the Winter season are in line with the carriers expectations

2.0 Other Matters

2.1 Car Parking

The following shows the recent car park statistics:

	Total no. of transactions
Oct	112,263
Nov	91,284
Dec	91,863

Vehicle crime continues to remain at very low levels, with a crime rate of just 0.002% for the year, with no reports of vehicles stolen or theft from vehicles during 2014.

2.2 Planning and Development Matters

Extension to airport perimeter fence

The Airport has now received an electronic copy of the S106 document without accompanying drawings from Halton Borough Council for review. We expect to receive a hard copy including all required drawings by Monday 9th February. Following approval and signing of the documents the Airport expects to receive formal planning approval which will trigger the application to stop up Dungeon Lane and re-open Baileys Lane.

2.3 General Airport update

New business

In recent weeks, the Airport has seen a number of new route announcements and the commencement of new services.

In December Blue Air commenced their first service from Liverpool with a traditional Aircraft baptism celebration ahead of their inaugural flight to Bucharest. Prior to the commencement of this service, the airline had also announced that they will be commencing a further route with twice weekly flights to Bacau in North East Romania at the end of March for their Summer season.

Also in December, Flybe announced that they will commence flights to Belfast City airport with up to 3 flights daily starting on 2nd February, increasing to 4 flights daily for the Summer.

In addition, Winter specialist Inghams announced a Christmas 2015 holiday to Lapland, which was followed by Newmarket Holidays offering a Lapland daytrip also for Christmas 2015.

Finally easyJet have announced that they will add a Summer 2015 weekly flight to Zante to their list of destinations from Liverpool.

Scrapping of APD for children

Liverpool John Lennon Airport welcomed the news in the Chancellor's Autumn Statement that Air Passenger Duty (APD) for children under the age of 12 will be abolished from 1st May 2015 and for children under the age of 16 the following year.

Liverpool along with other airport operators across the UK have lobbied the Government for some time over this unfair tax, arguing that it should be completely scrapped in order to help the aviation industry generate improvements to the economy through more business, jobs, investment and visitors to the UK.

APD remains a barrier to airline growth in the UK though and the Airport will continue to campaign for the abolition of APD for all passengers in order to stimulate the market, particularly at airports such as Liverpool where low cost airlines are dominant.

APD devolution legislation

Draft legislation to give new powers to the Scottish Parliament was published by the UK government last month with plans to devolve financial, tax and other powers, including APD, with implications for other airports across the UK.

LJLA responded publicly to the draft legislation expressing the view that if there are cuts to APD at Airports in Scotland, then these need to be matched elsewhere across the UK.

Airports Commission

The Airport has submitted its response to the latest Airports Commission consultation regarding additional runway capacity in the South East, giving conditional support for the Heathrow Airport North West Runway proposals. This is on the basis that Heathrow would offer the best opportunity for global connectivity for Liverpool and for slots to be ringfenced in order to ensure access.

The Airport had previously publicly announced its support for Heathrow's expansion by joining with four other airports from across the UK and signing up to back Heathrow Airport's expansion plans as being the "best proposal for the country" and urging others to follow our lead.

In an open letter to the Airport Commission, Liverpool along with Aberdeen, Glasgow, Leeds Bradford and Newcastle airports argued that the so called 'London Airports debate' is not just about London but about the aviation industry as a whole. However Liverpool's need is perhaps the greatest since it does not currently have a service to either a UK or European hub airport and last saw a service to Heathrow in 1992. Regional airports including Liverpool need to access global connectivity to better meet the needs of the regions they serve.

An expanded Heathrow would offer the opportunity for UK airports such as Liverpool, to further grow their networks, something that is crucial for generating growth across the whole county, not just London and the south east.

Airport emergency exercise

The Airport held an Emergency Exercise recently to test and exercise procedures within the Airport's emergency plan which is used in the event of a full scale emergency incident at the Airport.

It is a requirement by the Civil Aviation Authority for airports such as Liverpool to regularly test its emergency procedures and this particular multi-agency exercise took place to the east of the Airport, outside of the perimeter fence along Dungeon Lane.

Personnel from Merseyside Fire & Rescue Service, Merseyside Police, Cheshire Fire & Rescue, Cheshire Constabulary, North West Regional Ambulance Service and Local Authority representatives all participated.

Channel 5 TV series – 'Holiday airport'

The Airport has agreed to participate in the filming of a TV series to be broadcast by Channel 5 later in the year, following holidaymakers travelling from Liverpool and including interviews and participation by employees at the Airport too.

2.4 Press Releases

The following press releases were issued by the Airport over the past few weeks:

19 th November	Lapland holiday departure from LJLA for Christmas 2015
25 th November	Flybe to serve Belfast City Airport from LJLA
1 st December	LJLA joins with other UK airports to back Heathrow expansion
3 rd December	LJLA welcomes scrapping of APD for children
5 th December	Newmarket to add second departure from LJLA with daytrip to Lapland for Christmas 2015
15 th December	LJLA celebrate inaugural Blue Air flight - the North West's only scheduled service to Bucharest
18 th December	LJLA expects busy Christmas and New Year 'getaway' once again
22 nd January	LJLA responds to Air Passenger Duty devolution legislation
29 th January	LJLA celebrate first new route announcement of 2015 with easyJet's Summer Zante route launch
2 nd February	LJLA celebrate start of Flybe's new Belfast City Airport service
5 th February	Emergency exercise to take place at Liverpool John Lennon Airport