

PRESENT: Councillor Bob Swann, Chairman of Consultative Committee
Alan Ascott, ARCH Under the Bridge
Councillor Evelyn Hudson, Hale Parish Council
Jordi Morell, West Cheshire and North Wales Chamber of Commerce
Marshall Morris, Deputy Chairman of Consultative Committee
Alex Naughton, Merseytravel
Steve Pearse, Friends of Liverpool Airport
Others
Robin Tudor, Head of PR & Communications, Liverpool Airport
Andrew Dutton, Head of Environment, Liverpool Airport
Mike A Jones, Assistant Secretary

1 APOLOGIES

Apologies had been received from:

Councillor Ron Abbey, Wirral Borough Council
Councillor Terry Aldridge, Lancashire Council
Michelle Cameron, Liverpool and Sefton Chamber of Commerce
Councillor Keith Deakin, St Helens Council
Norman Elias, passenger representative
Councillor Chris Ellams, Helsby Parish Council
Councillor Stan Hill, Halton Borough Council
Therese Irving, Wirral Older People's Parliament
Councillor Isobel Mason, Halton Borough Council
Councillor Brian O'Hare, Warrington Borough Council
Tony Rice, Disabled Persons
Councillor Colin Rowan, Halebank Parish Council
Councillor Jeremy Wolfson, Liverpool City Council

2 PROMOTION AND DEVELOPMENT OF THE CONSULTATIVE COMMITTEE

The Chairman introduced the discussion, asking Members to contribute and note on:

- what the Committee was doing well,
- how well members communicate back to their organisations,
- whether everyone was comfortable in their role,
- reviewing our compliance with advice provided.

The aim was to fulfil the recommendation (part 2.24 of the DfE Guidelines to Consultative Committees) to review the terms of reference and membership periodically and report back to the Consultative Committee.

Various comments were made, including

- At the annual UKACCS meeting, several Chairs seemed to be 'in the know' about developments and issues at their airport.
- The Secretariat had limited resources to commit to enhancing the workload.

- The Website was good but some pages were still to be updated, although it was noted that there was a small team who dealt with the whole website as well as the Committee's pages.
- For some consultations members were asked to report back and it was not clear whether this had been done.
- From the Guidelines, our size and structure appeared to be ideal for the Airport's size.
- The Airport appreciated the value which the Committee added, and the opportunity to reach a wider group of representatives for messages and consultations.
- We have a representative on the Airport Transport Forum who could brief the Committee about discussions and issues.
- The Committee had links with many Councils and other organisations.
- Sometimes the agenda papers arrive without sufficient time for consideration of them before the meeting.

Various questions were posed, including:

- What is our role – is it to gather information and pass back to constituents?
- Could we get information and notification before events, so we are more proactive and less reactive?
- Could the Committee have an annual work programme, not just for regular items but also to set themes for the year, so that representatives can engage more and come along when they know there is something relating to their interests?

Various suggestions were made, including:

- Having a Chair's briefing before the Noise Monitoring Sub-Committee, so the Chair and officers were briefed, as happened before the Consultative Committee meetings.
- A monthly bulletin from the airport in addition to the quarterly report to the Consultative Committee, so that events and adverts are notified to Committee members in advance of publicity. The Secretariat was willing to forward communications from the Airport.
- A potential Annual Work Programme could be used with a theme, so that guest speakers could be brought in for the perspective of the Airport on an issue.
- Changes in political organisation (e.g. Combined Transport Authority, City Region Mayor for Liverpool) need to be reflected in the membership.
- Consultations for members to carry out in their organisations could be accompanied with a Briefing Note.
- Future meeting dates could be put on the website.

The Comments, questions and suggestions would be taken to the next meeting of the Consultative Committee for consideration and resolution.

Chairman

Date

This page is intentionally left blank