

LIVERPOOL JOHN LENNON AIRPORT

BYELAWS

2019

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LIVERPOOL JOHN LENNON AIRPORT BYELAWS

The Airport Company in exercise of the powers conferred on it by sections 63 and 64 of the Airports Act 1986 and section 37 of the Criminal Justice Act 1982 hereby makes the following byelaws which shall apply at the Airport.

1. INTERPRETATION

1(1) In these byelaws:

Aircraft	means a heavier than air power-driven flying machine and includes aeroplane (land plane), aeroplane (seaplane), aeroplane (amphibian), aeroplane (self-launching motor glider), powered lift (tilt rotor) and rotorcraft (helicopter and gyroplane)
Airport	means the area of land constituting Liverpool John Lennon Airport including: all areas of the Airport accessible to the public, Airport users, third party suppliers and contractors and their personnel, all areas of the Airport accessible to Aircraft, including runways, taxiways, aprons, and all grass areas
Airport Company	means Liverpool Airport Limited, and where the context so requires references in these byelaws to the Airport Company shall include a reference to any person engaged (whether by employment or otherwise) by the Airport Company
Airport Official	means in relation to any matter a person authorised to act on behalf of the Airport Company
Airside	means the operational area inside the Airport security fence and the Terminal Building security controls
Airside Driving Permit	means a valid driving permit issued or authorised for use within the Airside areas at the Airport
Animal	means any animal wild or domesticated that is brought onto the Airport, except in byelaw 8(2) where it has the same meaning as in section 170(8) of the Road Traffic Act 1988
Authorised Standing	means that part of the Airport indicated by the Notice "Authorised Standing for Taxis" or a place which has been designated for use by a Taxi by the Airport Company or a Constable
Competence to Drive	means written authority issued to a person by his current employer which authorises that person to drive and operate a particular class of Vehicle
Constable	includes any person having the powers and privileges of a constable, a traffic police community support officer or a police community support officer
Courtesy Bus	means any Vehicle used to transport passengers to or from the Airport and provided by (a) the operator of an offsite car park (or his servants or agents) or (b) any other company, firm or individual

	offering such transport as part of a commercial arrangement
Customs and Excise Acts 1979	has the same meaning as in section 1 of the Customs and Excise Management Act 1979
Lost Property Office	means any accommodation at the Airport which has been designated for that purpose by the Airport Company
Manoeuvring Area	means the part of the Airport where Aircraft take off, land and taxi, except the apron and service areas
Notice	means any object or device (whether fixed or portable) for conveying warnings, information, requirements, restrictions or prohibitions of any description
Portable Music Device	means any machine or any other portable device capable of transmitting audio sound
Private Hire Vehicle	means a Vehicle, other than a Taxi or Public Service Vehicle, which is used for the purpose of carrying passengers for hire or reward and which is licensed under the Local Government (Miscellaneous Provisions) Act 1976
Public Service Vehicle	has the same meaning as in section 1 of the Public Passenger Vehicles Act 1981
Road Traffic Enactments	has the same meaning as in section 63(3) of the Airports Act 1986
Security Restricted Area	means any part of the Airport so designated by the Secretary of State under section 11A of the Aviation Security Act 1982 (as amended)
Taxi	means a hackney carriage licensed under section 37 of the Town Police Clauses Act 1847
Terminal Building	means the building or buildings at the Airport used as a terminal for passengers arriving at or departing from the Airport
Vehicle	means any mechanically propelled conveyance or manually operated apparatus on wheels and includes trailers, items of plant that operate as wheeled vehicles and as static apparatus

1(2) These byelaws may be cited as the Liverpool John Lennon Airport Byelaws.

1(3) No provision in these byelaws shall apply to any member of a fire, police or ambulance service when he is acting in the course of duty, or to any emergency Vehicle being used by such person.

2. PENALTIES¹

- 2(1) Any person contravening any of the following byelaws shall be liable on summary conviction to a fine which, in respect of a contravention of:
- a. byelaw 4(17) shall not exceed the standard scale level 2.
 - b. byelaws 3(3), 3(4), 3(5), 3(6), 3(7), 3(10), 3(24), 3(28), 4(1), 4(2), 4(4), 4(11), 4(12), 5(1), 5(7), 5(9), 5(10) and 5(12) shall not exceed the standard scale level 4.
 - c. all other byelaws shall not exceed the standard scale level 3.

3. PROHIBITED ACTS

No person shall:

3(1) **Aircraft parking**

except in the case of emergency, place an Aircraft other than in the place and position designated for that Aircraft by the Airport Company;

3(2) **Securing Aircraft**

fail to secure against movement or any unauthorised entry any stationary Aircraft which is not in a hangar;

3(3) **Emergency stop switch etc.**

except in the case of an emergency or with lawful authority, intentionally tamper or interfere with or misuse or operate any fuel hydrant, emergency stop switch or switch or lever of any escalator, lift, baggage carousel, or any other automatic conveyance, as part of the wider Airport infrastructure upon or near to which a Notice is displayed which states that it is only intended to be operated in case of emergency;

3(4) **Misuse of telecommunications equipment**

tamper with or misuse any telephone, telecommunications or other apparatus provided for transmitting and receiving messages or data at the Airport, including public pay phones and air navigation equipment;

3(5) **No smoking**

smoke (including e-cigarettes and vape devices), bring a naked light into or light any naked light,

¹ As at the date of these byelaws the relevant levels of the standard scale by virtue of section 37(2) of the Criminal Justice Act 1982, are as follows:

Level 2 - £500

Level 3 - £1,000

Level 4 - £2,500

These levels are, however, subject to amendment from time to time by statute or by an order under section 143 of the Magistrates' Courts Act 1980.

in any place(s) other than such place(s) designated for such purpose from time to time;

3(6) **Radio interference**

operate or use any radio transmitter or other thing capable of radiating electrical interference in such a way as to adversely affect, or be likely to adversely affect, the operation of any communication, navigation or other systems at the Airport;

3(7) **False alarms**

knowingly by any means give a false bomb warning or a false fire, ambulance, or other emergency alarm;

3(8) **Unattended baggage**

leave any baggage or other item unattended in a public place or Security Restricted Area at the Airport;

3(9) **Allow anything on Airport where forbidden**

allow any Vehicle, Animal or thing to be on the Airport (having been given a reasonable period of time to remove it) after its presence on the Airport has been forbidden by a Constable or an Airport Official;

3(10) **Not to return for 24 hours**

having removed any Vehicle, Animal or thing at the request of a Constable or an Airport Official allow that Vehicle, Animal or thing to re-enter the Airport within twenty-four hours unless re-entry is authorised in writing by the Constable or Airport Official who issued the original request to leave (or in their absence, the Airport Company);

3(11) **Persons required to leave**

remain at the Airport after having been requested by a Constable or an Airport Official to leave, and no Constable or Airport Official shall request a person to leave unless that person is causing a disturbance (including using language or making gestures which are lewd, foul or offensive), or has committed, or is, in the reasonable opinion of the requesting Constable or Airport Official, about to commit an offence (including a breach of a byelaw). Nothing in this byelaw shall prejudice the operation of other byelaws pertaining to the removal or evacuation of persons from the Airport;

3(12) **Persons not to return for 24 hours**

having left the Airport at the request of a Constable or Airport Official, re-enter the Airport within twenty-four hours, unless re-entry is authorised in writing by the Constable or Airport Official who issued the original request to leave (or in their absence, the Airport Company);

3(13) **Searches**

whether a bona fide airline passenger or not, refuse to be searched or to have their baggage or Vehicle searched by a Constable or Airport Official who has reasonable cause to request a search, and if they do so they may be asked to leave by such Constable or Airport Official;

3(14) **Prohibited persons**

enter the Airport whilst having been prohibited in writing from entering by the Airport Company;

3(15) **Animals**

bring any Animals inside the Terminal Building other than assistance dogs;

3(16) **Persons to keep Animals under control**

fail to keep any Animal under control or permit any Animal to foul any footpath or building, or feed or encourage any wild animals to inhabit any part of the Airport, provided that in proceedings for an offence against this byelaw it shall be a defence for the person charged to prove that they took all reasonable precautions, and exercised all due diligence to avoid the commission of the offence;

3(17) **Intoxicated or under the influence of drugs at the Airport**

be under the influence of drugs at the Airport (excluding medication prescribed by a doctor) and no person shall consume, or continue to consume alcohol at the Airport when requested by an Airport Official or Constable to stop. No person shall in any event be under the influence of drugs (excluding medication prescribed by a doctor) and/or be in such a state of intoxication at the Airport as may cause harassment, alarm or distress to any other person;

3(18) **No demonstration, procession or public assembly**

organise or take part in any demonstration, procession or public assembly likely to obstruct or interfere with the proper use of the Airport, or obstruct or interfere with the comfort, convenience or safety of passengers or persons at the Airport;

3(19) **No display of flags or banners etc.**

display any flags, banners or emblems likely to cause a breach of the peace on any part of the Airport;

3(20) **Obstruction**

intentionally obstruct or interfere with the proper use of the Airport, or with any person acting in the execution of his or her duty in relation to the operation of the Airport, or intentionally obstruct any other person in the proper use of the Airport, or behave so as to cause harassment, alarm or distress to other persons at the Airport;

3(21) **Uncovered refuse containers and litter**

leave uncovered refuse containers on any part of the Airport, or drop, leave, throw or otherwise deposit anything in such circumstances as to cause damage to property (including Aircraft), or the defacement by litter, pollution or waste substances of any part of the Airport. No person shall drop or leave litter or refuse at the Airport except in a receptacle provided for the purpose;

3(22) **Not to remove baggage trolleys**

remove from the Airport any baggage trolley provided for passenger use by the Airport Company;

3(23) **Misuse of baggage trolleys**

misuse any baggage trolley provided for passenger use by the Airport Company;

3(24) **Loiter etc.**

loiter on, frequent or remain at the Airport without reasonable cause;

3(25) **Emergency entrances and exits**

obstruct any of the emergency entrances or exits at the Airport;

3(26) **Evacuation**

without reasonable excuse, in an emergency fail to evacuate or remain in any building or in any place at the Airport when instructed to do so by a Constable, an Airport Official or the Airport Company, or fail to evacuate upon hearing an alarm requiring persons to evacuate the Airport or any part of the Airport;

3(27) **Fail to comply with Notices etc.**

whether on foot or whilst driving or propelling a Vehicle, neglect, fail or refuse to comply with an indication or direction given by a Constable or Airport Official, or Notice exhibited by or on behalf of the Airport Company;

3(28) **Board Aircraft**

board any Aircraft without the authority of the person in charge of it;

3(29) **Tampering with Aircraft**

tamper or interfere with any Aircraft, or anything used in connection with any Aircraft;

3(30) **Tampering with equipment**

tamper or interfere with or misuse any equipment, apparatus, etc. used for or in connection with the control of access of persons or Vehicles to any part of the Airport;

3(31) **Failure to report damage**

without reasonable excuse, fail to report damage howsoever caused to an Aircraft or Airside equipment/apparatus to its owner or a person having charge of it;

3(32) **Spitting/chewing gum**

spit or deposit chewing gum in or on any floor, pavement, wall, Vehicle, or building at the Airport;

3(33) **Airside driving**

drive a Vehicle or piece of plant Airside without first being in possession of a current Airside Driving Permit personally allocated to them by the Airport Company;

3(34) Private Hire Vehicles

cause or permit a Private Hire Vehicle to enter the Airport for the purpose of loading passengers, unless that Private Hire Vehicle has been pre-booked or is to be parked in an official car park in anticipation of such a booking. No person shall cause or permit a Private Hire Vehicle to load passengers at the Airport other than in an official car park;

3(35) Courtesy Bus

cause or permit a Courtesy Bus, except a Courtesy Bus authorised and licensed by the Airport Company, to enter the Airport for the purpose of loading or unloading passengers;

3(36) Skateboards/roller skates etc.

use bicycles, skateboards, roller skates, quad bikes or micro electric or petrol/diesel propelled scooters or similar modes of transportation anywhere at the Airport, except scooters being used on and designed for use on a road, or wheelchairs designed for and used by registered disabled persons;

3(37) Tampering with lift etc.

tamper or interfere with or misuse any lift, escalator, travelator, tracked transit system, conveyer belt, airbridge, or any mechanical or electrical or electronic apparatus, without lawful authority or reasonable cause or excuse;

3(38) Not to use foul language or gestures

use any language, make any gesture or commit any other act, which is lewd, foul or offensive, or likely to cause harassment, alarm or distress to any other person.

4. ACTS FOR WHICH PERMISSION IS REQUIRED

No person shall perform any of the following acts unless the permission of the Airport Company has first been obtained, or unless the act is performed by a person acting with lawful authority or excuse in circumstances in which the obtaining or permission would be likely to hinder that person in so acting:

4(1) Aircraft engine running

run an Aircraft engine in a hangar or in an area other than that designated for that purpose by the Airport Company;

4(2) Cleaning etc. of Aircraft and Vehicles

clean, service or maintain Aircraft, Vehicles or equipment in areas where such activities are prohibited by any Notice issued by the Airport Company;

4(3) Fires

by any act or omission, cause or permit a fire to occur except in a place constructed for that purpose;

4(4) **Filling or discharging liquid fuel**

fill or discharge from any container, including any part of a Vehicle, liquid fuel other than in a place approved for that purpose by the Airport Company;

4(5) **Prohibition Notice**

fail to comply with any Notice prohibiting or restricting access to any building, road or any part of the Airport;

4(6) **Climbing etc.**

climb any wall, fence, barrier, railing or post;

4(7) **Not to cause annoyance**

sing, dance, shout, play a musical instrument, operate a Portable Music Device or behave in such a way as to give reasonable cause for annoyance to any other person after being ordered to cease such activity by an Airport Official or a Constable;

4(8) **Apparatus etc.**

erect or use any apparatus for transmission, receipt, recording, reproduction or amplification of sound, speech or images for personal or commercial purposes, or for any other purpose, in a security search area;

4(9) **Animal grazing**

graze Animals;

4(10) **Security Restricted Area fence**

place any building, structure, equipment, Vehicle, container or any other item within three metres of any fence forming the boundary of a Security Restricted Area;

4(11) **Entering or leaving the Airport**

- a. enter or leave the Airport other than through a gate or entrance or exit for the time being provided by the Airport Company for that purpose;
- b. enter any part of the Airport to which members of the public are not for the time being admitted;
- c. enter the Airport with a Public Service Vehicle not being a Public Service Vehicle hired as a whole;
- d. drive a Vehicle Airside other than in a place provided for the passage or accommodation of such a Vehicle; or
- e. with or without a Vehicle enter that part of the Airport known as the Manoeuvring Area without first obtaining the permission and clearance of air traffic control;

4(12) **Offer of service**

sell or distribute anything, offer anything for sale or hire, make any offer of services for reward or perform any services for reward;

4(13) **Taxi touting**

in the Terminal Building or other public building, car parks or any other public place at the Airport offer their own or any other Vehicle for hire, or perform any services in relation to the supply or hire of a Vehicle, other than at a designated taxi rank;

4(14) **Display signs**

post, distribute or display any Notice, advertisement, sign, circular or other written or printed matter, except on premises which the person posting, distributing or displaying it, is authorised to occupy, and in accordance with the terms of his occupation;

4(15) **Begging**

beg or solicit funds or contributions of any kind;

4(16) **Gaming**

engage, or agree to engage, in unauthorised bookmaking, gaming, betting or wagering, nor pay, receive, or settle bets with any other person;

4(17) **Wearing of passes**

other than a bona fide airline passenger, while in a Security Restricted Area fail to wear a pass issued to him by or on behalf of the Airport Company so that it is reasonably visible at all times;

4(18) **Displacement**

remove, displace, deface or alter any structure, building or other property (including any Notice), forming part of, or provided for, or in connection with the Airport;

4(19) **Entering Vehicles etc.**

enter or get onto any Vehicle, truck, trolley, equipment, apparatus or Aircraft steps or tamper, or interfere with the brake or other part of its mechanism;

4(20) **Mobile phones**

operate a mobile phone at the Airport at any time after an Airport Official or Constable has requested them not to do so for operational reasons or in times of emergency, and if so requested fail to ensure the mobile phone is switched off.

5. PROHIBITED ACTS ON PARTS OF THE AIRPORT TO WHICH THE ROAD TRAFFIC ENACTMENTS DO NOT APPLY

The following prohibitions apply in respect of any part of the Airport to which the Road Traffic Enactments do not apply:

No person shall:

5(1) Driving offences

drive a Vehicle:

- a. dangerously²;
- b. without due care and attention, or without reasonable consideration for other persons using that part of the Airport;
- c. whilst drunk or under the influence of drink or drugs or other intoxicating substances;
- d. whilst using a mobile phone or other handheld electronic device; or
- e. in excess of the speed as may be indicated by a Notice displayed on or adjacent to the road in question;

be in charge of a Vehicle whilst drunk or under the influence of drink or drugs or other intoxicating substances;

5(2) Not to cause danger with a Vehicle

use, cause or permit to be used any Vehicle in such a way as to cause, or to be likely to cause, danger or nuisance to any person;

5(3) Time restricted areas

except in an emergency, leave or park a Vehicle, or cause it to wait for a period in excess of the permitted time, in an area where the period of waiting is restricted by Notice;

5(4) Parking in prohibited areas

wait in, leave or park a Vehicle where waiting or parking is prohibited by Notice;

5(5) Driving etc. in designated areas

without permission of the Airport Company use, drive, park, wait in or leave a Vehicle otherwise than in the area designated by the Airport Company;

5(6) Obstruction causing danger

except in an emergency, when in charge of a Vehicle cause or permit the Vehicle to stand so as to cause any obstruction, or so as to be likely to cause danger to Aircraft, person or property;

² For the purposes of this byelaw “dangerously” has the same meaning as in section 2A of the Road Traffic Act 1988.

5(7) **Fail to set handbrake etc.**

cause or permit any Vehicle to be left unattended unless any parking brake or restraining device with which the Vehicle is equipped is properly engaged;

5(8) **Use of Vehicles**

use, cause or permit to be used any Vehicle in a dangerous condition which fails to comply with any braking, steering, lighting, tyre or electrical requirements which apply to that type of Vehicle if it were to be operated on a road to which the Road Traffic Enactments apply, or use, cause or permit to be used any Vehicle where the safety locking devices are not in good working order;

5(9) **Fuel and exhaust systems**

use, cause or permit to be used any Vehicle unless the condition of the fuel and exhaust systems is at all times such that no danger or nuisance is caused, or is likely to be caused, to any person or property;

5(10) **Passenger safety and unsecure load**

use, cause or permit to be used:

- a. any Vehicle, unless such Vehicle, and all parts and accessories of such Vehicle are at all times in such condition, and the number of passengers carried by such Vehicle, the manner in which any passengers are carried in or on such Vehicle, and the weight, distribution, packing and adjustment of the load of such Vehicle, are such that no danger is caused, or is likely to be caused, to any person in or on such Vehicle or at the Airport; or
- b. any Vehicle unless the load carried by such Vehicle is at all times so secured, if necessary by physical restraint other than its own weight, and is in such a position that neither danger nor nuisance is caused, or is likely to be caused, to any person or property by reason of the load, or any part thereof, falling or being blown from such Vehicle, or by reason of any other movement of the load, or any part thereof, in relation to such Vehicle;

5(11) **Permitted areas for Vehicles**

except in an emergency, cause or permit Vehicles, Aircraft servicing equipment, or persons, to enter those parts of the Airport licensed for the surface movement of Aircraft, including the Manoeuvring Area, aprons and any part of the Airport provided for the maintenance of Aircraft, except those parts specifically designated by the Airport Company for use by Vehicles, Aircraft servicing equipment or persons;

5(12) **Failure to stop**

when the driver of a Vehicle, without reasonable excuse, fail to stop when required by a Constable or an Airport Official so to do;

5(13) **Failure to comply with a direction**

fail to comply with any direction for the regulation of traffic given by a Constable or Airport Official or Notice exhibited by or on behalf of the Airport Company when driving a Vehicle or using pedestrian walkways, without reasonable excuse;

5(14) **Failure to remove**

when in charge of a Vehicle, without reasonable excuse, fail to remove it from any parking place when required to do so by a Constable or an Airport Official.

6. ACTS FOR WHICH PERMISSION IS REQUIRED ON PARTS OF THE AIRPORT TO WHICH THE ROAD TRAFFIC ENACTMENTS DO NOT APPLY

No person shall perform any of the following acts on any part of the Airport to which the Road Traffic Enactments do not apply, unless the permission of the Airport Company has first been obtained, or unless the act is performed by a person acting with lawful authority or excuse in circumstances in which the obtaining or permission would be likely to hinder that person in so acting:

6(1) **Drive or place Vehicle**

drive, operate or place a Vehicle other than in a place provided for the passage or accommodation of such a Vehicle;

6(2) **Lights on Vehicles**

drive or park any Vehicle which does not comply with any of the lighting requirements which apply on those parts of the Airport to which the Road Traffic Enactments apply;

6(3) **Parking**

leave any cargo or baggage, or park any Vehicle or equipment, other than in a place provided by the Airport Company for the accommodation of such cargo or baggage or the parking of such Vehicle or equipment;

6(4) **Unattended Vehicles**

- a. leave any Vehicle unattended when its engine is running; or
- b. leave any Vehicle with a removable ignition key unattended when the ignition key is in the Vehicle.

7. TAXIS

7(1) **Ply for hire**

No person shall cause or permit a Taxi to ply for hire or load passengers unless:

- a. authorised to do so by the Airport Company; and
- b. they do so from an Authorised Standing, provided that it shall not be an offence to load passengers in a public car park or otherwise than from an Authorised Standing with the consent of a Constable, traffic warden in uniform or an Airport Official.

7(2) **Authorised Standing**

No person shall knowingly cause or permit any Vehicle, other than a Taxi, to stand on an Authorised Standing.

7(3) **Permitted number standing**

No person shall cause or permit a Taxi to stand on an Authorised Standing in excess of the maximum permitted number of Taxis as indicated by a Notice at the head of the Authorised Standing.

7(4) **Disabled Taxis**

No person shall allow a disabled Taxi to be left on an Authorised Standing longer than is reasonably necessary to effect removal unless such disablement is temporary and is remedied without delay.

7(5) **Obstruction**

No person shall for the purpose of plying for hire with a Taxi, or obtaining fares, enter any building or intentionally obstruct any carriageway, footpath or building, or act in such a manner as to give reasonable grounds for annoyance.

7(6) **Washing down**

No person shall wash down or clean out a Taxi on an Authorised Standing.

7(7) **No more than one Taxi**

No person who has driven a Taxi onto the Airport shall, while that Taxi remains at the Airport, drive another Taxi onto the Airport.

7(8) **Immediate hire**

No person shall, without reasonable excuse, stand a Taxi on any Authorised Standing unless available and willing for the Taxi to be hired immediately.

7(9) **Wearing of Taxi badges**

No person shall when operating as a Taxi driver arriving at an Authorised Standing fail to display or produce his badge to a Constable, traffic warden in uniform or Airport Official when requested to do so.

7(10) **Filling vacancies**

Where an Authorised Standing is laid out or marked in such a manner that Taxis may only stand one behind the other, as soon as the first Taxi in this line is hired, the drivers of all other Taxis standing on the Authorised Standing shall drive their Vehicles forward each one space and spaces at the Authorised Standing shall not be filled in any other manner.

7(11) **Carriage of luggage**

The driver of a Taxi so constructed or adapted as to be capable of carrying luggage shall when requested by a person who hires or seeks to hire the carriage:

- a. convey a reasonable quantity of luggage;
- b. afford reasonable assistance in loading and unloading luggage;

- c. afford reasonable assistance in removing luggage to or from the Terminal Building at which he may take up or set down such person.

7(12) **Unattended Taxis**

No taxi shall be left unattended within 30 metres of the Terminal Building at any time.

8. GENERAL

8(1) **State name and address**

A person shall, if so requested to do so by a Constable or Airport Official, state his correct name and address and the purpose of their being at the Airport.

8(2) **Vehicle accident reporting**

Where, on a part of the Airport to which the Road Traffic Enactments do not apply, any accident involving a Vehicle occurs by which:

- a. personal injury is caused to any person; or
- b. damage is caused:
 - i. to any Vehicle;
 - ii. to any Animal;
 - iii. to any other property constructed on, fixed to, growing in or otherwise forming part of the land on which the road in question is situated or land adjacent to such land,

that driver shall stop and give his name and address, the name and address of the owner of the Vehicle, the registration number or identification marks of the Vehicle and details of the accident to a Constable, Airport Official or any other person having reasonable grounds for requiring them, as soon as reasonably practicable but, in any event, no later than 24 hours after the accident.

8(3) **Aircraft accident reporting**

Where, on a part of the Airport to which the Road Traffic Enactments do not apply, any accident involving an Aircraft occurs:

- a. if present at the time of the accident, the pilot in command (or, if the Aircraft is being towed, the tug-driver) shall stop and give:
 - i. his name and address;
 - ii. the name and address of the person who is the operator of the Aircraft at the time of the accident;
 - iii. the identification marks of the Aircraft; and
 - iv. details of the accident,

to a Constable, Airport Official or any other person having reasonable grounds for requiring them, as soon as reasonably practicable but, in any event, no later than 24 hours after the accident;

- b. the driver of any Vehicle involved shall stop and give:
 - i. his name and address;
 - ii. the name and address of the owner of the Vehicle;
 - iii. the registration number or identification marks of the Vehicle; and
 - iv. details of the accident,

to a Constable, Airport Official or any other person having reasonable grounds for requiring them, as soon as reasonably practicable but, in any event, no later than 24 hours after the accident.

8(4) Production of insurance details etc.

Any driver of a Vehicle which is driven, parked or stopped in a Security Restricted Area shall, if requested to do so by a Constable or Airport Official, provide information as to their identity, including their name and address, and produce, either immediately or within seven days at a place specified by the Constable or Airport Official details of the insurance cover for the operation of the Vehicle in the Security Restricted Area, their Airside Driving Permit, and if applicable, their Competence to Drive.

9. LOST PROPERTY

9(1) Application of byelaws

These byelaws shall apply in relation to the safe custody, re-delivery and disposal of any property or thing which, while not in proper custody, is found on any part of the Airport to which the public or passengers have access, or in any Vehicle owned or operated by or on behalf of the Airport Company, excluding any property or thing found on board an Aircraft, in a Taxi or on premises let by the Airport Company.

9(2) Person who finds property

Subject to the provisions of the Customs and Excise Acts 1979, any person (other than a member of staff of the Airport Company or an Airport Official or a Constable) who finds property which they believe to be lost or abandoned shall as soon as reasonably practicable notify a member of staff of the Airport Company, an Airport Official or a Constable, and inform that person of the place and circumstances in which it was found.

9(3) Property to be delivered to the Lost Property Office

- a. Subject to any provisions of the Customs and Excise Acts 1979, and paragraph b. below, any member of staff of the Airport Company or an Airport Official or Constable to whom found property is notified pursuant to byelaw 9(2), or who themselves finds any property to which these byelaws apply, shall, as soon as reasonably practicable, and in any case before leaving the Airport, deliver such property for safe custody in the state in which it comes into their possession to the Lost Property Office, and inform a member of staff of the Airport Company or an Airport Official at the Lost Property Office of the circumstances in which it was found.
- b. If before any lost property shall have been delivered for safe custody to the Lost Property Office under this byelaw, it is claimed by a person who satisfies the member of staff of the

Airport Company or Airport Official or Constable, as the case may be, that he is the true owner, it shall be returned to that person forthwith, without fee, on giving their name and address to the member of staff of the Airport Company or Airport Official or Constable who shall, as soon as possible, report the facts and give the claimant's name and address, and a description of the lost property to the Lost Property Office.

9(4) **Records of lost property**

Any lost property delivered to the Lost Property Office shall be retained in safe custody by the Airport Company or an Airport Official until claimed by the true owner thereof or disposed of in accordance with these byelaws, and the Airport Company or an Airport Official shall keep for a period of not less than 12 months a record showing particulars of the lost property (whether delivered to the Lost Property Office or disposed of pursuant to byelaws 9(3) or 9(6)), the circumstances in which it was found and its disposal provided that:

- a. official documents, including licences, passports and aliens' identity books shall wherever practicable be returned forthwith to the appropriate government department, local authority or other body or person responsible for issuing them, or for controlling or dealing with them; and
- b. where the name and address of the true owner of any lost property, other than the documents referred to byelaw 9(4)a., are readily ascertainable, the Airport Company or an Airport Official shall forthwith notify them that the lost property is in their possession and may be claimed in accordance with these byelaws.

9(5) **Claim of property**

If any lost property, while it is retained by the Airport Company in safe custody, is claimed and the claimant proves to the satisfaction of the Airport Company or an Airport Official that he is the true owner, and gives his name and address to a member of staff of the Lost Property Office or an Airport Official, it shall thereupon be delivered to the claimant at the Lost Property Office upon payment of such charge as the Airport Company may from time to time fix for the return of any lost property delivered to the Lost Property Office.

9(6) **Disposal of property**

- a. If any lost property retained by the Airport Company or an Airport Official for safe custody in accordance with these byelaws is not, within three months of the date when it was delivered to the Lost Property Office, re-delivered to a person pursuant to byelaw 9(5), the Airport Company or an Airport Official shall be entitled to sell it for the best price that can reasonably be obtained or, in the case of items of negligible value, to dispose of it as they think fit.
- b. Notwithstanding the foregoing provisions of these byelaws, if any lost property retained by the Airport Company or an Airport Official pursuant to these byelaws is of a perishable nature, and if within 48 hours from the time when it was found it has not been re-delivered to a person pursuant to byelaw 9(5), the Airport Company or an Airport Official shall be entitled to sell it at the best price that can reasonably be obtained or dispose of it as they think fit.
- c. Notwithstanding the foregoing provisions of these byelaws, if any lost property retained by the Airport Company or an Airport Official pursuant to these byelaws is of a negligible value, and if within 14 days from the time when it was found, it has not been re-delivered to a person pursuant to byelaw 9(5) hereof, the Airport Company or an Airport Official shall

be entitled to sell it at the best price that can reasonably be obtained or dispose of it as they think fit.

- d. Notwithstanding the foregoing provisions of these byelaws, any lost property which is, or which becomes, objectionable, may forthwith be destroyed or otherwise disposed of in a reasonable manner.
- e. A sale under this byelaw shall not prejudice the right, for a period of 12 months from the date on which the lost property came into the custody of the Airport Company or an Airport Official, of any true owner whose rights have been divested by the sale, to be paid the proportion due to him of the residue of the proceeds of sale after deduction of any charge by the Airport Company or an Airport Official for the safe custody of the lost property and the Airport Company or an Airport Official's reasonable costs.

9(7) **Power to open packages etc.**

Where any lost property is contained in a package, bag or other receptacle, a Constable or an Airport Official may cause such receptacle to be opened and the contents examined, or require the claimant to open it and submit it and its contents for examination, for the purpose of:

- a. identifying and tracing the owner of the lost property;
- b. ascertaining the nature of the contents; or
- c. satisfying the Airport Company or an Airport Official that the contents do not include any item or items which may put at risk the safety or security of the Airport, any Aircraft or any air navigation installation,

and if any item or items referred to in c. above are found, they shall be handed to a Constable or Airport Official immediately.

10. REVOCATION OF BYELAWS

Any previous byelaws of the Airport Company are hereby revoked with effect from the date hereof and replaced solely by the byelaws set out above.

Executed by Liverpool Airport Limited
acting by John Irving, a Director, in the
presence of:

.....
Director

Name of witness:

.....

Signature of witness:

.....

Address of witness:

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.....

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Occupation of witness:

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The foregoing Byelaws are hereby confirmed by the Secretary of State for Transport and shall come into
operation on

..... 2020

SIGNED BY

.....

Head of Airport Policy and Competition Branch by Authority of the Secretary of State

