



Agenda Item: 12	Reference: HACC.391
Date: January 17 2004	
The role of Airport Consultative Committees and Guidelines for Best Practice	

Report by the Technical Adviser

1. Members will be aware from the periodic reports made to Committee that there is an annual meeting of the Chairmen of the larger airports in the UK at which matters of common concern, rules and regulations and so on are discussed to agree on common positions where possible and to exchange information.
2. At the annual meeting in 2003, consideration was given to some ideas which were discussed to update the then official Guidelines for Consultative Committees which had been published some years ago by whichever of the departments which was then responsible for airports. These were later the subject of consultation, in November 2003, from the Department for Transport (the sponsoring department) to consultative committees.
3. There was insufficient time for the consultation to be considered by Members since by then, there was some urgency from the promoters to enable them to meet the White Paper deadline in December and the Secretariat submitted comments.
4. The Department has now published the revised document "The Role of Airport Consultative Committees and Guidelines for Best Practice" which they expect Consultative Committees to observe in conducting their business and a copy is attached to this report as a personal record for each Member of the HACC.