

**Fingal Development Board  
Meeting to Consider  
Dublin Airport Stakeholders Forum**

**1<sup>st</sup> July 2005**

**Present :** Ciaran Byrne, Conor Agnew, Colm O'Neill, Tom Simpson, Siobhan Moore, John Tierney, Frank O'Leary, May McKeon, David Healy, Peter Coyle, Gerry McGuire.

**In attendance:** Senan Turnbull, David Pryor, Anita Morris, Siobhan O'Donnell

**Purpose of Meeting**

The Cathaoirleach, Councillor Ciarán Byrne pointed out that this was not a special meeting of the board (as indicated in the agenda), but a meeting, authorised by the board at its meeting on the 22<sup>nd</sup> June, for the consideration of the Draft Dublin Airport Stakeholders Forum document.

**Presentation**

David Pryor made a presentation on the work carried out to date. During the course of the presentation he reminded the members that a Working Group consisting of the FDB (Cathaoirleach), Fingal County Council (Manager) and the Dublin Airport Authority (Director) had been working on developing a Stakeholders Forum for Dublin Airport over the past year.

**Draft Stakeholders Forum Document**

The draft of the Dublin Airport Stakeholders Forum document was circulated by Ms. Siobhan Moore, Dublin Airport Authority at the Board meeting of the Board on the 23<sup>rd</sup> March 2005. It was agreed that any board member interested in making a submission to the document should do so via the Executive. The closing date for the receipt of submissions was 5<sup>th</sup> May 2005.

Submissions were received from three board members by the 5<sup>th</sup> May 2005: Councillor May McKeon, Councillor Anne Devitt and Councillor David Healy. The Cathaoirleach ruled a further submission, received from a community organisation after 5th May 2005, out of order on the grounds that a) the call for submissions was to Board members only and b) the submission was received after the closing date.

**Consideration of Submissions**

It was agreed to take the submissions in order of the date of receipt.

**1. Councillor May McKeon**

Councillor McKeon asked that Balbriggan Town Council be included as a part of the extensive Stakeholder's Forum Membership.

During the course of debate it became obvious that there was a lack of consensus on this matter and the Cathaoirleach suggested putting the matter to a vote. This was agreed and on a show of hands the proposal was rejected.

## **2. Councillor Anne Devitt**

The submission from Councillor Anne Devitt, which had been circulated, was considered.

A number of issues emerged during the course of the debate on Councillor Devitt's submission:

- This is a new departure and we have to see how it operates and progresses in the first six months
- The lack of any stated objectives in the document
- The lack of any statutory basis to the Forum
- The danger that it would be seen as a window dressing exercise
- The need for a formal review mechanism to assess the operation of the Forum
- The Forum should have a role in furnishing observations and bringing forward suggestions for appropriate legislation rather than try and turn itself into a regulatory body.
- That the existence of the Forum does not affect the responsibility of Dublin Airport Authority in managing the Airport or in meeting its statutory obligations in relation to the Airport
- The Forum should set out its own objectives and have its own work plan.
- There needs to be a mechanism for handling complaints

The following proposals were taken and agreed during the course of the debate.

1. It was proposed by Councillor David Healy, seconded by Councillor Ciarán Byrne and Agreed that the following additional sentence be added to the document:

“It is envisaged that the Forum will develop its own objectives and work programmes”

It was also agreed to insert the words that the Forum would be “A forum for how complaints are addressed”.

2. In order to ensure that the Forum meets its stated objectives, it was proposed by Mr. John Tierney, seconded by Councillor Ciarán Byrne and Agreed that the following be added to the document:

“A formal review of the workings of the Forum will be undertaken each year by all the members, assisted, if necessary, by an independent facilitator, so as to ensure that the Forum is meeting its stated objectives”

It was also agreed to add to the appropriate paragraph “That the Forum may agree to make a submission to appropriate bodies with a view to affecting legislation and regulations governing the operation of the airport”.



In relation to Councillor Devitt's submission it was noted that there is provision for widespread Community Representation on the Forum and with regard to the Terms of Reference it was agreed that this is something which would be dealt with by the Forum.

On the question of Funding it was proposed by David Healy and Agreed to amend the paragraph on Administrative/Secretarial Services to read as follows:

"It is envisaged that all administrative and secretarial services, and costs associated with the operation of the Forum will be provided by the FDB through funding received from the Dublin Airport Authority and Fingal County Council and under the direction of the independent Chairperson."

The appointment of an independent Chairperson generated a considerable amount of debate. The Board noted that the task of selecting a chair fell to the Steering Group comprising the Director of the Dublin Airport Authority, Mr. Bob Hilliard, the Manager of Fingal County Council, Mr. John Tierney, the Cathaoirleach of the Board Councillor Ciarán Byrne. Members raised a number of issues in relation to this matter: the danger of the perception of bias in the appointment, the risk of having "a single issue Chairperson", the need to have a person of integrity without any obvious political or commercial links to the airport were all discussed.

On the proposal of Councillor David Healy it was Agreed that Councillor Peter Coyle would be added to the three people charged with finding with finding a suitable Chairperson for the Forum.

### **3. Councillor David Healy**

The submission from Councillor David Healy, which had been circulated, was considered.

There was general agreement that there should be an environmental representative on the Forum but that this should be restricted to one and not two as sought by Councillor Healy. It was felt that the Forum could seek the environmental expertise as and when the need arises.

Following discussion it was proposed by Councillor Ciarán Byrne and Agreed: "That a representative be sought from a national grouping of environmental organisations such as the Environmental (Ecological) NGO Core Funding Ltd (EENGOCF) to sit on the Forum".

### **Adoption of Report**

It was proposed by Councillor Ciarán Byrne and Agreed that the Draft Dublin Stakeholders Forum document, as amended, be adopted and approved. It was agreed that a copy of the revised document, incorporating the agreed amendments, be circulated to the Board.

The Cathaoirleach expressed his thanks and appreciation to those members who were able to attend the meeting, to those who made submissions and to all those whose commitment and hard work had contributed to the setting up of the Forum.

Meeting concluded 3:45 p.m.

                      
Cathaoirleach:

Date:

# DUBLIN AIRPORT STAKEHOLDERS FORUM

To Each Member of the Dublin Airport Stakeholders Forum c/o Fingal Development Board

County Hall,  
Main Street,  
Swords,  
Fingal,  
Co. Dublin

Dear Member

Just a note to remind you that the deadline for agenda items for the next meeting of the Forum is 28th October. You may recall from the last meeting you were to give us a brief description of your organisation and were also give an indication of the priority topics that you would you like to see being addressed in the Forum Work Programme.

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Yours Sincerely,

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Anita Morris  
Forum Secretary







## DUBLIN AIRPORT STAKEHOLDERS FORUM

### Inaugural Meeting

Held on the 6<sup>th</sup> October 2005

Great Southern Hotel, Dublin Airport

**Present:** Paul Burns (Ridgewood Res. Assoc.), Ciaran Byrne (FDB Chair), Stephen Byrne (Malahide Comm Forum), Frank Conlon (IDA), Adrian Dunne (Ryanair), Richard Copeland (Dublin Airport Users Council), Anne Devitt (Chair Swords/Balbriggan), Damian Drumm (Dublin City Council), Pauline Dooley (Chamber of Comm. Ire.), Theresa Kavanagh (Portmarnock Comm. Assoc.), Tony Lambert (Swords Fingal Chamber of Comm.), Michael Landers (IMPACT), Angela Lawton (Portmarnock Comm. Assoc.), Danny O'Hare (Chair), Brenda O'Neill (International Airline Handlers), Turlough O'Sullivan (IBEC), Ciara Sugrue (Dublin Tourism), Gina Quin (Dublin Chamber of Comm.), Liam Berney (ICTU), David Healy (Chair Malahide/Howth)

**Apologies:** Dick Brady (FCC), Reg McCabe (IBEC), Caroline Molloy (Santry Community Association), Michael Halpenny (SIPTU), Deiric O'Broin (NorDubCo), Elaine O'Sullivan (Fingal Tourism)

**Absent:** Peggy Hamill (Chair Castleknock /Mulhuddart), Ruth McGrath (Voice)

**In attendance:** Anita Morris and David Pryor Fingal Development Board

The meeting commenced at 7.10 p.m.

#### 1. Introduction by Dr. Danny O'Hare, Chairperson of the Forum

The Chair, Dr. Danny O'Hare, welcomed members to the first meeting of the Dublin Airport Stakeholders Forum (DASF) and thanked the Dublin Airport Authority (DAA) and Fingal County Council (FCC) for inviting him to act as chair the Forum for the next three years.

Dr. O'Hare gave a brief outline on his own background and his current work commitments. He assured the meeting that he would live up to the title of 'independent chair' and while, in his capacity as chair, he would have to talk to both the DAA and FCC from time to time, this would in no way undermine his independence from both bodies.

He then went on to address a number of administrative issues including that:

- The Forum was required to hold a minimum of four meetings in the year; meetings would be two hours duration maximum. However with a view to progressing the work of the Forum Dr. O'Hare proposed that the Forum would meet at least once and preferably twice between now and the end of the year. It was also open to the Forum to set up working groups to tackle specific issues and these could meet as and when required.
- The Agenda and meeting reports would issue two weeks in advance of a meeting. If significant questions arising out of these reports could be notified to the Secretariat in advance of the meeting it would result in a better, more informed debate at the meeting.
- Members need to bear in mind that they are required to represent the views of their organisation at meetings of the Forum and not their own personal viewpoint. The fact that an organisation is represented on the Forum does not preclude that organisation from making their own representations to the DAA, the FCC or any other body on the Forum.
- As an advisory body the Forum can only give advice, and this advice can be taken, or it may not be taken. Irrespective of this the Forum should always ensure that the advice it gives is of the highest standard possible and of a timely nature.

In conclusion, Dr, O'Hare asked should any members be dissatisfied with either the Chair, or the work of the Forum or the Secretariat that they bring this up at a meeting of the Forum rather than raise it in the public arena.

#### **Nominations Update and Members Introduction**

At the request of the Chair each member formally introduced themselves and their organisation. Anita Morris (FDB) gave a brief update on the status of nominations to the forum to date.

- The Forum noted that nominations were still outstanding from two local areas, St. Margaret's and the Cloghran/Baskin and that the Community Recreations and Sports Department are working on sourcing an appropriate nominee for each of the areas concerned.
- The meeting considered the Irish Aviation Authority's decision not to join the Forum in view of their regulatory obligations. It was decided to ask the Irish Aviation Authority to reconsider on the grounds that they are both a service provider and a regulatory body.



It was agreed that the schedule of member's names and contact details would be circulated by email following the meeting. It was noted that a hard copy of the schedule was available for anyone who wanted one.

### **3. Dublin Airport Stakeholders Forum Background**

A report on the Background to the Setting up of the Forum was read and noted.

### **4. Consideration of Forum Document**

The Forum document was considered in detail and meeting noted each section as they went through the document and made the following decisions In relation to specific items:

#### **Deputy nominees**

In relation to (page 4), it was agreed that member organisations should be asked to nominate a deputy to attend meetings in the absence of the appointed member and that only the appointed member or their named deputy would be entitled to attend meetings of the Forum.

#### **Publicity**

On the question of publicity (page 8) the decision of the meeting was to promote the Forum via a dedicated DASF Website. Minutes of meetings, agenda items, copies of reports and presentations could be posted on the site. In addition there should be a facility for members of the public to email in their comments and submissions on the work of the Forum. It was also agreed that a Chairman's statement should issued to the press after every meeting.

#### **Agenda items**

On Agenda items it was noted that the work programme was potentially vast and that it was important to prioritise the work of the forum. It was agreed that this was something the Forum should deal with it at its next meeting.

#### **Starting Time of meetings**

Following a debate on the starting time of meetings the Forum agreed to meet at 6 p.m. in future and for meetings to be a maximum of two hours I duration.

#### **Future meetings of the Forum**

The next two meetings of the Forum will be Wednesday 16<sup>th</sup> November 2005 and Wednesday 14<sup>th</sup> December 2005

#### **Circulation Dates**

The circulation dates for Agenda and meeting papers and minutes of meetings were noted. Members may send in items for inclusion on the Agenda and these must be notified to Secretariat at least seventeen days before the meeting.

### **5 The Way Ahead Discussion of Work Programme**

A discussion took place on how the Forum should proceed:

It was decided that a crucial concern for the Forum was to be better informed on the key issues concerning the airport: physical issues, planning issues, economic issues, transportation issues. Another important feature would be for the Forum to learn more about the work consultative committees of this nature in the UK such as at Gatwick, Birmingham, and Manchester.

For the meeting on the 16<sup>th</sup> November the DAA agreed to do an Activities Report on the airport and Fingal County Council agreed to report on the broad planning issues concerning the airport and its environs. It was agreed that a third item for consideration at the meeting would be the prioritisation of the Forum Work Programme. Members could also ask for items to be included on the agenda and in accordance with the Forum guidelines these must be submitted to the Secretariat no later than the 28<sup>th</sup> October 2005.

A representative of the UK Liaison Group of UK Airport Consultative Committees will be invited to address the following meeting on the 14<sup>th</sup> December 2005.

During the course of the discussion Mr. Bob Hilliard said that he would be happy to arrange a 'behind the scenes' tour of the airport and if anyone was interested they should liase with the Secretariat and **R. Copeland, ATC also to show people round their facility**

Finally it was agreed that it would be useful if members would do up a brief note on their organisation's remit and send it into to the Secretariat who would arrange for the information to be circulated to all the members.

The meeting concluded at 9.10 p.m.