



Leeds Bradford[®]
Yorkshire's Airport

Leeds Bradford Airport

Byelaws 2022



Leeds Bradford Airport Byelaws 2022

Leeds Bradford Airport Limited in exercise of the powers conferred on it by sections 63 and 64 of the Airports Act 1986 and of all other powers enabling it in that behalf, hereby makes the following byelaws which shall apply within Leeds Bradford Airport:-

1. INTERPRETATION

1.1 In these byelaws:-

“Accident” means an unintended occurrence which has an adverse physical result;

“Aircraft” means any heavier than air power driven flying machine;

“Airport” means the aerodrome known as Leeds Bradford Airport as set out inside the red line on the plan attached at Schedule 1;

“Airport Car Parks” means together the Short Stay Car Park, the Premium Short Stay Car Park, the Free 1 Hour Zone Car Park, the Mid Stay Car Park, the Long Stay Car Park, the Viking Airport Parking Car Park, the Express Car Park, the Meet & Greet Car Park and all other car parking areas and associated road networks operated by the Airport Company from time to time;

“Airport Company” means Leeds Bradford Airport Limited and, where the context so requires, references in these byelaws to the Airport Company, shall include a reference to any group undertaking (as defined in section 1161 of the Companies Act 2006) of the Airport Company and to any person engaged (whether by employment or otherwise) by the Airport Company or any group undertaking of the Airport Company;

“Airport Official” means a person authorised in writing by the Airport Company to perform specified functions under these byelaws;

“Animal” means any animal, wild or domesticated, that is present within or has been brought onto the Airport except in byelaw 9.3 where it has the same meaning as in section 170(8) of the Road Traffic Act 1988;

“Competence to Drive” means written authority issued to a person by their current employer which authorises that person to drive and operate a particular class of Vehicle;

“Constable” means any person having the powers and privileges of a constable, a traffic police community support officer or a police community support officer;

“Customs and Excise Acts” has the same meaning as in the Customs and Excise Management Act 1979;

“Dangerously” has the same meaning as in section 2A of the Road Traffic Act 1988;

“Drunk” means the person is so affected by alcohol as to be losing control of their faculties and or behaviour;

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“Groundhandling” has the same meaning as in the Airports (Groundhandling) Regulations 1997;

“Law Enforcement Agency” means the National Crime Agency, UK Border Force, Her Majesty’s Revenue and Customs and any other UK government law enforcement agency in each case where acting within their statutory authority;

“Lost Property Office” means any building or part of a building at the Airport which has been designated by the Airport Company as such;

“Operator” in relation to any Aircraft means the person who at the relevant time has responsibility for management of the Aircraft;

“Portable Music Machine” means a portable radio, MP3 player, compact disc player, television, computer games machine, mobile telephone, tablet or any other device capable of emitting noise;

“Prescribed Limit” has the same meaning as in section 11 of the Road Traffic Act 1988;

“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;

“Public Service Vehicle” has the same meaning as in section 1 of the Public Passenger Vehicles Act 1981;

“Restricted Area” means that part of the Airport lying within the perimeter fence to which access is controlled by security check points and any other authorised entry point and including all stands, aprons, taxiways and the runway;

“Road Traffic Enactments” has the meaning given in section 63(3) of the Airports Act 1986;

“Security Search Area” means any area on the Airport used by an Airport Official for security checks, passenger/staff screening or other security purposes;

“Sign” means any object or device (whether fixed or portable) for conveying warnings, information, requirements, restrictions or prohibitions of any description;

“Taxi” means a hackney carriage licensed under section 37 of the Town Police Clauses Act 1847;

“Terminal Building” means that building or buildings at the Airport used as a terminal or terminals 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 but does not include an Aircraft or passenger baggage.

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- 1.3** No provision in these byelaws shall apply to any member of a fire, police or ambulance service or other Law Enforcement Agency who is acting in the course of duty, or to any emergency Vehicles or Animals being used by such person.

2. PENALTIES

2.1 Applicable fines

Any person contravening any of the following byelaws or anyone assisting or procuring others to do so shall be liable on summary conviction to a fine which, in respect of a contravention of:

2.1.1 Byelaws 3.34 and 4.21 shall not exceed level 2 on the standard scale.

2.1.2 Byelaws 3.3, 3.4, 3.6, 3.9.1, 3.10, 3.11, 3.12, 4.1, 4.2, 4.3, 4.6, 4.7, 4.13, 4.16, 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.7, 5.8, 5.9, 5.15, 6.2 and 7.1 shall not exceed level 4 on the standard scale.

2.1.3 Any other byelaw shall not exceed level 3 on the standard scale.¹

3. PROHIBITED ACTS

3.1 Aircraft parking

Except in the case of emergency, no person shall place an Aircraft other than in the place and position allocated from time to time for that Aircraft by the Airport Company.

3.2 Securing Aircraft

No person shall fail to secure any stationary Aircraft against movement or against unauthorised entry into it or tampering with it.

3.3 Tampering with Aircraft

No person shall tamper or interfere with any Aircraft or anything used in connection with any Aircraft.

3.4 Boarding Aircraft

No person shall board any Aircraft without the authority of the Operator.

3.5 Emergency stop switch etc

¹ As at the date of these byelaws the relevant levels of the standard scale, by virtue of section 122 of the Sentencing Act 2020, are as follows: Level 2 - £500, Level 3 - £1,000 and Level 4 - £2,500.

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Except in the case of emergency, no person shall intentionally tamper or interfere with, misuse or operate any fuel hydrant emergency stop switch or any switch or lever of any escalator, traveller, tracked transit system, lift or any other automatic conveyance for passengers upon or near to which a Sign is displayed which states that it is only intended to be operated in case of emergency.

3.6 Misuse of communications equipment

Without reasonable excuse, no person shall tamper with or misuse any communications equipment or other apparatus provided for transmitting and receiving messages or data at the Airport.

3.7 Tampering with equipment

No person shall:

- 3.7.1 interfere with, operate or in any way use any fixed or mobile equipment or plant or any other machinery or fittings, unless authorised to do so by the Airport Company;
- 3.7.2 tamper with or misuse any IT equipment or systems provided for managing, processing or displaying information at the Airport;
- 3.7.3 tamper with or misuse any escalator, traveller, lift, airbridge or any other automatic conveyance for passengers or other equipment or apparatus used in connection with the operation of the Airport or the control of persons or Vehicles to any part of the Airport.

3.8 Failure to report damage

No person shall, without reasonable excuse, fail to report damage howsoever caused to an Aircraft or apparatus or equipment, including, without limitation, barriers in Airport Car Parks, to a person having charge of it or its owner or an Airport Official.

3.9 No smoking

No person shall smoke, use e-cigarettes or bring a naked light into or light any naked light in:-

- 3.9.1 Any place where any such act is prohibited by a Sign; or
- 3.9.2 Any place other than a place or places specifically designated by Sign for that purpose; or
- 3.9.3 Any enclosed place located at the Airport; or
- 3.9.4 Any part of a Restricted Area unless in a designated smoking area.

3.10 Radio interference

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No person shall operate or use any radio transmitter or other thing capable of radiating electrical interference in such a way as to adversely affect or that it is likely to adversely affect the operation of any communications, navigation or other systems at the Airport or an Aircraft present there.

3.11 False alarms

No person shall knowingly by any means give a false bomb warning or a false fire, ambulance or other emergency alarm or otherwise deliberately or recklessly trigger a manual call button resulting in an alarm being sounded.

3.12 Unattended baggage

No person shall leave any baggage or other item unattended anywhere within the Airport.

3.13 Allow anything on Airport where forbidden

No person shall allow any Vehicle, Animal or thing to remain on the Airport (having been given a reasonable period to remove it), after its presence on the Airport has been forbidden by a Constable or an Airport Official who has reasonable grounds to believe that its presence has been responsible for or is about to be responsible for a breach of a byelaw or for a criminal offence.

3.14 Not to return

No person shall allow any Vehicle, Animal or thing to be on the Airport after having been required by a Constable or an Airport Official to remove it and no person after having complied with this requirement shall allow that Vehicle, Animal or thing to re-enter the Airport, unless re-entry has been approved by a Constable or Airport Official.

3.15 Persons required to leave

No person shall remain on 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 paragraph shall prejudice the operation of other byelaws pertaining to the removal or evacuation of persons from the Airport.

3.16 Search

Any person (whether a bona fide airline passenger or not) who refuses to be searched or to have their baggage, Vehicle or other item under their control searched by a Constable or an Airport Official must leave the Airport if requested to leave by such Constable or Airport Official.

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3.17 Persons not to return for 24 hours

No person, having left the Airport, at the request of a Constable or an Airport Official, shall re-enter the Airport, for a period of twenty-four hours thereafter except as a bona fide airline passenger unless re-entry is authorised in writing by the Constable or Airport Official issuing the original request to leave (or in their absence the Airport Company).

3.18 Prohibited persons

No person shall enter the Airport whilst having been prohibited in writing from entering by the Airport Company.

3.19 Persons to keep Animals under control

No person shall:

- 3.19.1 fail to keep any Animal under control or permit any Animal to foul any footpath or building 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; and
- 3.19.2 allow any Animal to enter the Terminal Building except for an assistance Animal or in any other situation where the Airport Company has granted written permission.

3.20 Drunk etc

No person shall be Drunk or under the influence of drugs or other intoxicating substances whilst on Airport property and where a Constable or an Airport Official reasonably believes a person to be Drunk or under the influence of drugs or other intoxicating substances, that person shall not carry on consuming alcohol or using drugs or other intoxicating substances in breach of a direction from that Constable or Airport Official and shall not fail to surrender any alcohol (whether or not in a sealed container), drugs or other intoxicating substances on request to such Constable or Airport Official.

3.21 Consumption of alcohol

No person shall consume alcohol or be in possession of any open alcohol container on Airport property, except in restaurant and bar areas where the alcohol has been purchased.

3.22 Control of alcohol

No person shall:

- 3.22.1 sell, or attempt to sell, alcohol to a person who is Drunk;
- 3.22.2 allow alcohol to be sold to a person who is Drunk;

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3.22.3 knowingly obtain, or attempt to obtain, alcohol for consumption by a person who is Drunk;

3.22.4 sell alcohol to a person under the age of 18; or

3.22.5 obtain, or attempt to obtain, alcohol for consumption by a person under the age of 18.

3.23 Spitting etc

No person shall spit on the floor, side or wall of any Vehicle or passenger transit system, or in any building, or on any pavement within the Airport, or deposit any chewing gum other than in a suitable bin.

3.24 No demonstrations etc

No person shall 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 safety, comfort and convenience of passengers or persons using the Airport.

3.25 No display of flags or banners etc

No person shall display any flags, banners or emblems likely to cause a breach of the peace on any part of the Airport.

3.26 Obstruction

No person shall intentionally obstruct or interfere with:

3.26.1 the proper use of the Airport or with any person acting in the execution of their duty in relation to the operation of the Airport; or

3.26.2 any other person in the proper use of the Airport.

3.27 Litter and pollution

No person shall:

3.27.1 leave uncovered refuse containers on any part of the Airport or drop, leave, throw or otherwise deposit anything where doing so would or might cause, contribute to, or (tend to) lead to damage to property (including Aircraft) or injury to person or to the defacement by litter, pollution or waste substances of any part of the Airport; or

3.27.2 drop or leave litter or refuse on the Airport except in a receptacle provided for that particular type of litter or refuse; or

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3.27.3 drop, leave, throw or otherwise deposit food waste that might attract wildlife; or

3.27.4 drop, leave, throw or otherwise deposit cigarette waste except in a receptacle provided for the purpose.

3.28 Not to remove baggage trolleys or wheelchairs

No person shall remove from the Airport any baggage trolley or wheelchair provided for passenger use.

3.29 Misuse of baggage trolleys or wheelchairs

No person shall misuse any baggage trolley or wheelchair provided for passenger use.

3.30 Loiter etc

No person shall enter or remain on the Airport without reasonable cause to do so.

3.31 Emergency exits

No person shall obstruct or interfere with any of the emergency exits at the Airport.

3.32 Evacuation

Without reasonable excuse, no person shall in an emergency or upon hearing an alarm requiring persons to evacuate, fail to evacuate or remain in any building or place on the Airport when instructed to do so by a Constable, a member of the fire service or an Airport Official.

3.33 Private Hire Vehicles

No person shall cause or permit a Private Hire Vehicle (except a Private Hire Vehicle authorised in writing by the Airport Company):

3.33.1 to enter the Airport for the purpose of loading passengers unless that Private Hire Vehicle has been pre-booked; or

3.33.2 to load passengers at the Airport other than in one of the Airport Car Parks and only where such Private Hire Vehicle has been pre-booked by such passengers.

3.34 Fail to comply with Signs etc

No person whether on foot or whilst driving or propelling a Vehicle shall neglect, fail or refuse to comply with an indication or direction given by a Constable or an Airport Official or Sign exhibited by or on behalf of the Airport Company.

3.35 Abandonment of Vehicles

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No person shall abandon any Vehicle on any part of the Airport to which the Road Traffic Enactments do not apply. A Vehicle will be deemed to be abandoned if:

- 3.35.1 It is found on the Airport without a valid and current pre-booked parking arrangement and it has remained static for more than 30 days; or
- 3.35.2 Enquiries are conducted with the Police and the registered keeper and/or registered address cannot be established; or
- 3.35.3 Enquiries are conducted with the Police and it is found that:
 - (a) The Vehicle is fitted with false registration plates; or
 - (b) The Vehicle does not have a valid vehicle registration.

3.36 Skateboards / roller skates etc

No person shall use skateboards, roller skates, quad bikes, scooters (whether micro, electric or propelled), segways or similar modes of transport anywhere on the Airport except bona fide scooters or wheelchairs for and used by disabled persons.

3.37 Size restrictors

No person shall drive under or through a height or width restrictor in a Vehicle which exceeds the maximum height or width stated on the applicable Sign.

3.38 Soilage

No person shall urinate or defecate at the Airport other than in toilets provided by, or with the permission of, the Airport Company.

4. ACTS FOR WHICH PERMISSION IS REQUIRED

The following acts are prohibited unless the written permission of the Airport Company has first been obtained or unless the act is performed by a person acting with lawful authority or reasonable cause or excuse:-

4.1 Groundhandling

No person shall carry out Groundhandling at the Airport.

4.2 Aircraft engine running

No person shall run an Aircraft engine in a hangar or in an area other than that allocated from time to time for that purpose by the Airport Company.

4.3 Cleaning etc of Aircraft and Vehicles

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No person shall clean, service or maintain Aircraft, Vehicles or equipment in areas where such activities are prohibited by any Sign or other written notice from the Airport Company.

4.4 Taking Vehicles into hangers

No person shall take any Vehicle into a hanger used for the maintenance or storage of Aircraft.

4.5 Fires

No person shall, by any act or omission, cause or permit a fire to occur except in a place constructed for that purpose.

4.6 Refuelling

No person shall fill or discharge from any container, including any part of a Vehicle, liquid fuel in any place that is not approved for that purpose by the Airport Company.

4.7 Discharging deleterious matter

No person shall cause or permit the discharge of hydrocarbon (whether in the form of grease, oil, fuel or spirit) or other deleterious matter (whether of a solid, liquid or gaseous nature) including, without limitation, de-icer or any other substance of whatever nature which might obstruct or be or become a source of damage to drains, sewers or other areas or infrastructure or which may constitute a risk to the environment including, without limitation, ground water or public health.

4.8 Prohibition notice

No person shall fail to comply with any Sign prohibiting or restricting access to any building, road or any part of the Airport.

4.9 Climbing etc

No person shall climb any wall, fence, barrier, railing or post or breach any Restricted Area.

4.10 Not to cause annoyance

No person shall sing, dance, shout, play a musical instrument, operate a Portable Music Machine, operate any portable entertainment or public address equipment or otherwise behave in such a way as to give reasonable cause for annoyance to any other person.

4.11 Apparatus etc

No person shall erect or use any apparatus for transmission, receipt, recording, reproduction or amplification of sound, speech or images for:

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4.11.1 commercial purposes; or

4.11.2 any purpose in a Security Search Area or other operationally sensitive area.

4.12 Animal grazing

No person shall graze Animals on Airport land.

4.13 Unauthorised areas

No person shall:

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

4.13.2 enter any part of the Airport to which members of the public are not for the time being admitted.

4.14 Entering or leaving the Airport

No person shall enter or leave the Airport otherwise than through a gate or entrance or exit for the time being provided by the Airport Company for that purpose.

4.15 Driving airside

No person shall drive a Vehicle airside at the Airport elsewhere than in a place provided for the passage or accommodation of such Vehicle.

4.16 Offer of service

No person shall sell or distribute anything, offer anything for sale or hire or make any offer of services for reward.

4.17 Taxi touting

No person shall, anywhere on the Airport, offer their or any other Vehicle for hire or perform any other services in relation to the supply or hire of such a Vehicle (save for the loading of passengers in Airport Car Parks by Taxis and pre-booked Private Hire Vehicles in compliance with the remaining provisions of these byelaws).

4.18 Display signs

No person shall post, distribute or display signs, advertisements, circulars or other printed or written matter.

4.19 Begging

No person shall beg or solicit funds or contributions of any kind.



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4.20 Gaming

No person shall engage or agree to engage, in bookmaking, gaming, betting or wagering nor pay, receive, or settle bets with any other person.

4.21 Wearing of passes

No person shall fail to wear a pass issued to them by or on behalf of the Airport Company so that it is reasonably visible at all times.

4.22 Buildings and other structures

No person shall remove, displace, deface or alter any structure, building or other property (including any Sign), forming part of, or provided for or in connection with the Airport.

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

The following acts are prohibited on any part of the Airport to which the Road Traffic Enactments do not apply:-

5.1 Driving offences

No person shall drive a Vehicle:

- 5.1.1 Dangerously; or
- 5.1.2 Without due care and attention, or without reasonable consideration for other persons, or in a way which inconveniences other persons using the Airport; or
- 5.1.3 Whilst holding a mobile telephone or other handheld device; or
- 5.1.4 Whilst over the Prescribed Limit or under the influence of drugs or other intoxicating substances; or
- 5.1.5 Without prejudice to any notice from the Airport Company from time to time, at a speed in excess of 10 miles an hour on the Airport's apron or roads or in excess of such other speed limit indicated by a Sign erected in a conspicuous or appropriate position or by a Sign which conforms to the Traffic Signs Regulations and General Directions 2016, which speed shall not in any event be more than 20 miles per hour except in an emergency. Constables and Airport Officials may use speed cameras to monitor the speed at which Vehicles are travelling; or
- 5.1.6 Without wearing a seatbelt, and it is the responsibility of the driver of the Vehicle to ensure any passengers also adhere to this requirement, save in either case where the driver or passenger would be exempt from the requirement to

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wear a seatbelt if the Vehicle were to be driven on a road to which the Road Traffic Enactments apply; or

5.1.7 The wrong way down a one-way road; or

5.1.8 Without a current full driving licence that is valid in the UK and appropriate for the type of Vehicle being driven together with any valid driving permit issued by the Airport Company authorizing the holder to drive on the Airport or in any specified part of it; or

5.1.9 So as to tailgate or otherwise drive too closely behind another Vehicle so as to not leave sufficient distance to stop without causing a collision if the Vehicle in front stops suddenly.

5.2 Not to cause danger

No person shall:

5.2.1 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 Aircraft, person or property; or

5.2.2 travel on foot on any of the Airport roads on which there is no designated footpath or pedestrian walkway.

5.3 Obstruction

Except in an emergency, no person shall 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 a Sign.

5.4 Parking in prohibited areas

No person shall wait in, leave or park any Vehicle on any part of the Airport other than an area that is specifically designated by Sign for the parking of such a Vehicle and, for the avoidance of doubt, if an area is designated by Sign for parking by a certain category of person (including, for example, disabled persons or occupiers of certain Airport premises), no Vehicle other than one belonging to such a category of person may be parked in such an area.

5.5 Obstruction causing danger

No person in charge of a Vehicle shall 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.

5.6 Fail to set handbrake etc

No person shall 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.

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5.7 Use of Vehicles

No person shall use, cause or permit to be used any Vehicle 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.

5.8 Fuel and exhaust systems

No person shall 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.

5.9 Passenger safety and insecure load

No person shall use, cause or permit to be used:-

5.9.1 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 the Airport; or

5.9.2 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.

5.10 Designated areas

No person shall:

5.10.1 Without permission of the Airport Company or reasonable excuse, use, drive, park, wait in or leave any Vehicle otherwise than in the area designated by the Airport Company; or

5.10.2 Wait in, leave or park a Vehicle outwith a designated parking bay.

5.11 Stopping when requested to do so

No person shall fail to stop when required by a Constable or an Airport Official.

5.12 Following directions etc

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No person shall fail to comply with any direction for the regulation of traffic given by a Constable, an Airport Official or any Sign. In the case of an Airport Official, they may give such direction for the purpose of ensuring compliance with these byelaws, the criminal law or regulatory requirements or for the safe and efficient management of the Airport.

5.13 Request for removal of Vehicle

No person shall when in charge of a Vehicle, fail to remove it from any parking place when directed to do so by a Constable or an Airport Official.

5.14 Leaving Vehicles unattended

No person shall leave any Vehicle either:

5.14.1 Unattended when its engine is running; or

5.14.2 With a removable ignition key unattended when the ignition key is in the Vehicle.

5.15 Permitted areas for Vehicles

Except in an emergency or other circumstances where permission has been obtained from the Airport Company, no person shall cause or permit Vehicles, or Aircraft servicing equipment or persons to enter those parts of the Airport certified 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 allocated from time to time by the Airport Company for use by Vehicles, Aircraft servicing equipment or persons.

5.16 Observe Signs

No person shall without reasonable excuse when on foot or whilst using, driving or propelling a Vehicle, neglect, fail or refuse to comply with an indication or direction given by:-

5.16.1 A Sign erected and displayed by or with the consent of the Airport Company, placed on or near a private Airport road;

5.16.2 Any road marking on such a road; or

5.16.3 An Airport Official or a Constable for the time being engaged in the regulation of traffic or pedestrians.

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

The following acts are prohibited on any part of the Airport to which the Road Traffic Enactments do not apply unless the written permission of the Airport Company has first

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been obtained or unless the act is performed by a person with lawful authority or excuse:-

6.1 Drive or place Vehicle

No person shall drive, operate or place a Vehicle elsewhere than in a place provided for the passage or accommodation of such a Vehicle.

6.2 Lights on Vehicles

No person shall drive or leave 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

No person shall leave any cargo or baggage or park any Vehicle or equipment elsewhere 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.

7. TAXIS AND PRIVATE HIRE VEHICLES

7.1 Ply for hire

No person shall cause or permit a Taxi to ply for hire or load passengers unless authorised in writing to do so by the Airport Company provided that it shall not be an offence to load passengers in one of the Airport Car Parks subject to compliance with the remaining provisions of these byelaws.

7.2 Obstruction

Taxi and Private Hire Vehicle drivers shall not obstruct the carriageway, footpath or buildings or cause annoyance or disturbance to persons in the vicinity.

7.3 Washing down

No person shall wash down or clean out a Taxi or Private Hire Vehicle anywhere on the Airport.

7.4 No more than one Vehicle

No person who has driven a Taxi or Private Hire Vehicle onto the Airport shall, while that Taxi or Private Hire Vehicle remains on the Airport, drive another Taxi or Private Hire Vehicle onto the Airport.

7.5 Running engine

No person shall leave the engine of a Taxi or Private Hire Vehicle running while stationary at the Airport.

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8. LOST PROPERTY

8.1 Application of byelaws

These byelaws shall apply to the safe custody, re-delivery and disposal of any property, Animal or thing (except a motor vehicle as defined in section 11 of the Refuse Disposal (Amenity) Act 1978) 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, Private Hire Vehicle or Public Service Vehicle or on premises let by the Airport Company.

8.2 Person who finds property

Subject to the provisions of the Customs and Excise Acts, any person (other than a member of Airport staff 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 Airport staff, an Airport Official or a Constable and inform that person of the place and circumstances in which it was found.

8.3 Property to be delivered to Lost Property Office

8.3.1 Subject to any provisions of the Customs and Excise Acts, and paragraph 8.3.2 below, any member of Airport staff or an Airport Official or a Constable who is notified pursuant to byelaw 8.2 or who finds any property to which these byelaws apply shall, as soon as reasonably practicable and in any case before leaving the Airport (but subject always to any applicable security check requirements), 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 Airport staff or an Airport Official at the Lost Property Office of the circumstances in which it was found.

8.3.2 If before any lost property shall have been delivered for safe custody to the Lost Property Office, it is claimed by a person who satisfies the member of Airport staff or Airport Official or Constable, as the case may be, that that person is the true owner, it shall be returned to that person, without fee, on giving their name, address and valid identification to the member of Airport staff 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.

8.4 Records of lost property

Any other 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 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 6 months, a record showing particulars

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of the lost property, the date on which it was found and the ultimate disposal date of the lost property provided that:-

- 8.4.1 Official documents, including licences, passports and identity books shall wherever practicable be returned promptly to the appropriate government department, local authority or other body or person responsible for issuing, controlling or dealing with them; and
- 8.4.2 Where the name and address of the true owner of any lost property other than the documents referred to in the preceding provision, are readily ascertainable the Airport Company or an Airport Official shall promptly notify them that the lost property is in their possession and may be claimed in accordance with these byelaws.

8.5 Claiming 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 the claimant is the true owner and gives their name, address and valid identification to a member of staff of the Lost Property Office or an Airport Official, it shall thereupon be delivered to the claimant upon payment of such charges as the Airport Company may from time to time fix for the return of any lost property delivered to the claimant.

8.6 Disposal of property

- 8.6.1 If any lost property retained by the Airport Company or an Airport Official for safe custody in accordance with these byelaws is not, within four weeks of the date when it was delivered to the Lost Property Office, re-delivered to a person pursuant to byelaw 8.5 hereof, 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.
- 8.6.2 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 24 hours from the time when it was found, it has not been re-delivered to a person pursuant to byelaw 8.5 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.
- 8.6.3 Notwithstanding the foregoing provision of these byelaws any lost property which is or which becomes objectionable may forthwith be destroyed or otherwise disposed of in a reasonable manner.

8.7 Proceeds

The Airport Company shall:

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- 8.7.1 Be entitled to deduct from the proceeds of the sale of any lost property its reasonable storage and sale costs;
- 8.7.2 Retain the balance for three months from the date of the sale in case of any claim by the true owner; and
- 8.7.3 After three months from the date of sale, pay the proceeds of the sale of the lost property to a charity of its choice.

8.8 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:-

- 8.8.1 Identifying and tracing the owner of the lost property;
- 8.8.2 Ascertaining the nature of the contents; or
- 8.8.3 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 8.8.3 above are found, they shall be handed to a Constable or an Airport Official immediately.

9. GENERAL

9.1 State name and address

A person shall, if requested to do so by a Constable or an Airport Official, state their correct name and address and the purpose for which they are on the Airport.

9.2 Travel documents

A person who is using or intends to use the Airport for travel shall, if requested to do so by a Constable or an Airport Official, produce details of their travel arrangements and identity documents including passport.

9.3 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:-

- 9.3.1 Personal injury is caused to a person other than the driver of that Vehicle; or
- 9.3.2 Damage is caused:-

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- (a) To a Vehicle other than that Vehicle;
- (b) To an Animal other than an Animal in or on that Vehicle; or
- (c) To any other property

that driver shall stop and give their 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, an Airport Official, or other person having reasonable grounds for requiring them as soon as reasonably practicable and in any event within 24 hours of the Accident.

9.4 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:-

9.4.1 If present at the time of the Accident, the pilot in command (or, if the Aircraft is being moved by another person, that person (including the tug-driver if the Aircraft is being towed)) shall stop and give:-

- (a) Their name and address;
- (b) The name and address of the person who is the Operator of the Aircraft at the time of the Accident;
- (c) The identification marks of the Aircraft; and
- (d) Details of the Accident

to a Constable, an Airport Official, or other person having reasonable grounds for requiring them as soon as reasonably practicable and in any event within 24 hours of the Accident;

9.4.2 The driver of any Vehicle involved shall stop and give:

- (a) Their name and address;
- (b) The name and address of the owner of the Vehicle;
- (c) The registration number and any identification marks of the Vehicle;
- (d) Details of the Accident

to a Constable, an Airport Official, or other person having reasonable grounds for requiring them as soon as reasonably practicable and in any event within 24 hours of the Accident.

9.5 Production of insurance details etc

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Any person driving a Vehicle in a Restricted Area shall if requested to do so by a Constable or an Airport Official produce, either immediately or within seven days at a place specified by the Constable or Airport Official, details of the third party insurance cover for the operation of the Vehicle in the Restricted Area, their airside driving permit and, if applicable, their Competence to Drive.

9.6 Information as to a driver of a Vehicle

Any person keeping a Vehicle in a Restricted Area or any other person shall give such information as to the identity of the driver to a Constable or an Airport Official as it is in their power to give and which may lead to the identification of the driver.

10. REVOCATION OF BYELAWS

The Leeds Bradford International Airport Byelaws, dated 22 February 1990 are hereby revoked.





Leeds Bradford
Yorkshire's Airport

Leeds Bradford Airport Byelaws 2022


Executed as a deed by **Leeds Bradford Airport Limited** acting by two directors:

 Vincent Hodder, CEO

 Alex Tong, CFO

The foregoing byelaws are hereby confirmed by the Secretary of State for Transport and they shall come into operation on 21st AUGUST 2022.

Signed by:



Deputy Director, Airport Policy by Authority of the Secretary of State for Transport

Leeds Bradford Airport Byelaws 2022

Schedule 1 - Airport boundary map



