

MELBOURNE AIRPORT



COMMUNITY AVIATION CONSULTATION GROUP (CACG)

Meeting minutes — Tuesday 21 August 2018, 2pm–5pm

Melbourne Room, Melbourne Airport Management Offices, Level 2, Terminal 2, Melbourne Airport
Tullamarine

CACG Members

Present:

Darrell Treloar	Independent Chair
Susan Jennison OAM	Community representative
Fred Ackerman	Community representative
Peter Hurst	Community representative
David Cleland	Community representative
David O'Connor	Community representative
Cr Jack Medcraft	Australian Mayoral Aviation Council
David Kirkland	Victorian Department of Environment, Land, Water and Planning (proxy for Jane Homewood)
Liz Beattie	Victorian Trades Hall Council (proxy for Luke Hilakari)
Michael Sharp	Australian Mayoral Aviation Council
Petrus Barry	Local government officer, Moonee Valley City Council
Steve Finlay	Local government officer, Melton City Council (proxy for Bob Baggio)

Apologies:

Captain Darren Gray	Pilot, Virgin Australia
Jai McDermott	Melbourne Airport

Other representatives present

Michael Jarvis	Melbourne Airport
Kathryn Hodges	Melbourne Airport
Paige Ricci	Melbourne Airport
Tim Gill	Melbourne Airport

Nick Walker	Melbourne Airport
Simon Godsmark	Airservices Australia
Kathryn Kominek	Commonwealth Department of Infrastructure, Regional Development and Cities
Narelle Bell	Aircraft Noise Ombudsman
Kate Burmester	Aircraft Noise Ombudsman

1. Welcome and introduction

The Chairperson welcomed everyone to the meeting and acknowledged Aircraft Noise Ombudsman Narelle Bell and a member of her staff, Kate Burmester. The Chairperson also acknowledged that Paige Ricci has started at Melbourne Airport as Community Engagement Advisor and was attending her first meeting.

2. Apologies

Apologies were noted as listed above.

3. Confirmation of May meeting minutes

The Chair referred to the minutes from the CACG meeting held on 15 May 2018. It was noted that changes were required to accurately reflect attendance at that meeting. The amended minutes of the meeting were **AGREED** and **CONFIRMED** by the group.

Action: Paige Ricci to make attendance record changes to meeting minutes from 15 May 2018 and forward to the Chair.

4. Items of other business

A number of items were raised by the group:

- It was raised that a clarification was needed regarding the review of the CACG and the hold on increasing the group's membership. The Chair advised that CACG had agreed to not make any changes to the CACG membership at this stage.
- There was a question raised about the Melbourne Airport Rail Link.
- A further question was raised about the structural integrity of the ramp at the front of the terminals given examples overseas where aging bridges and ramps had collapsed.

5. Reports

5.1 Work plan status of actions

- The work plan status of actions was reviewed and it was identified that a number of items had been addressed.
- With respect to the action item concerning the extension of the Smart bus to Sunbury, CACG expressed frustration at the lack of response from numerous government authorities and agencies in regards to the matter. It was noted that the issue has been raised at several Hume Council meetings, with Public Transport Victoria, the Victorian Ombudsman, and by Melbourne Airport at a Ministerial level.

Action: Chair to write to Mr Coughlan, who first raised the issue with the group, and inform him of the current status of his concern.

5.2 Melbourne Airport Quarterly Report – Michael Jarvis

Michael Jarvis, Executive Planning provided a verbal summary of the Melbourne Airport Quarterly report.

- **Aviation Update:** Growth story for the airport continues with another strong period of international growth over the past 12 months with Melbourne Airport reaching record passenger numbers during that period.
- **Master Plan:** it was noted that Melbourne Airport is half way through the public exhibition period of the Master Plan and that so far three community forums had been held to engage the general community on the Master Plan. As well as briefings with local councils, state MPs, and airlines. A question was raised whether more applications coming in for planned developments within the MAEO were from Hume Council or several councils. Michael Jarvis explained there were a lot of applications coming from the Diggers Rest and Dallas area. He noted that in the next 12 months work will start on an updated environs strategy signally potential change to the overlays.
- **Runway Development Program:** The Major Development Plan is due to go on public exhibition on 3 December, 2018. The community engagement plan is currently being finalised. More details will be provided in the community engagement update later in the meeting.
- **Land Acquisition:** Kathryn Kominek provided an update on the acquisition of road parcels owned by John Fawkner. It's hoped the process will be finalised by mid-late September signally that all land required for the Runway Development Program has now been acquired.
- **Terminals Update:** Check in counter L is currently being upgraded to the modern self-service area that Melbourne Airport has already installed elsewhere.
- **PFAS:** It was noted that Melbourne Airport have conducted several meetings with community and relevant agencies regarding the issue. Susan Jennison wanted it noted that she requested to attend the community information session on Wednesday, August 22 but was told by Melbourne Airport it was not appropriate as the session was aimed at landholders. Melbourne Airport explained process of identifying potentially impacted landholders and that direct invitations were sent to those landholders to attend briefing sessions regarding the issue. Given that CACG has and will continue to receive updates regarding PFAS, Melbourne Airport believed that was the appropriate forum for Mrs Jennison to ask questions.

- **A number of planning updates:** Michael Jarvis noted there were a lot of planning challenges for the airport that were not cleanly covered by the overlays and local planning schemes.
- **Melbourne Airport rail link:** an update was provided around the rail link announcements and the work being undertaken by the airport. CACG asked about the expected timings of travel between the city and Melbourne Airport. Michael Jarvis responded that Melbourne Airport estimates approximately 25 minutes.
- **Productivity Commission:** a review of the economic regulation of airports occurs every five years. The purpose of this inquiry is whether the economic regulation of airport services promotes the efficient operation of airports and related industries. The focus of this inquiry is the provision of passenger and freight services at the main passenger airports in Australia's major cities. The Productivity Commission released an issues paper to assist in guiding submissions, which are due on Monday, 3 September 2018. It was noted that there is a link (<https://www.pc.gov.au/inquiries/current/airports-2019#issues>) to the issues paper in the quarterly report update which has been circulated to CACG.
- **Excellence Awards:** This year more than 150 individuals across the airport community were nominated in the 2018 Melbourne Airport Excellence Awards. The excellence awards recognise and reward members of the Melbourne Airport community who excel at making the airport one that Melbourne can be proud of. The Melbourne Airport Excellence Awards are held annually and are judged by a panel of experts from the aviation industry.
- **Ground Transport:** In addition to Uber: Didi, Ola and Go Catch will begin to operate at the Airport. These new entrants will operate in the same manner as Uber, with drivers using the Rideshare Holding Facility before picking up passengers from the Rideshare Zone in the forecourt.

Action: Paige Ricci to circulate the Melbourne Airport Rail Link Sunshine Route Strategic Appraisal report

5.3 Noise Abatement Committee update – Darrell Treloar, Independent Chairperson

The Chair advised the next Noise Abatement Committee will be held on 27 August 2018, following the CACG meeting, and that a report on that meeting would be provided to CACG at its 20 November 2018 meeting.

Action: Romy Collier to provide update on the August Noise Abatement Committee at the next CACG meeting.

5.3 Chairperson's report

- **Membership:** The Chair noted the change in membership of CACG with a community representative resigning following the May meeting and that vacancy has not been filled given there is to be a review of the CACG later this year.
- **Airport Safeguarding:** Discussion centred on the response received from Andrew Gear (DELWP Executive Director – Planning, Building and Heritage) to CACG's letter sent in May. The Chair advised that Mr Gear's letter reiterated the Victorian Government's commitment to protecting the Airport and to review the Melbourne Airport Environs Strategy Plan which

will include a review of the Melbourne Airport Environs Overlay once the 2018 Master Plan has been approved by the Federal Minister. CACG members queried the membership of the independent advisory committee that will undertake the review. CACG members suggested writing to Mr Grear to advise him CACG want to be involved in the advisory committee and would like to have a say on the committee's Terms of Reference.

Action: Chair to write to Andrew Grear indicating CACG would like to be involved in the advisory committee and whether there is any criteria for appointing people and is there an opportunity for CACG to have input into the Terms of Reference.

- **Annual Report:** was circulated 23 July and a number of CACG members provided feedback to the Chair on the draft report. The report is now ready to be presented for adoption and to Melbourne Airport. Kathryn Hodges queried if the annual report needed to be on the Melbourne Airport website. The Chair advised that previous reports have been available on the website. The Annual Report was **AGREED** and **CONFIRMED** by the group.

**Action: Chair to forward the 2018 Annual Report to Melbourne Airport
The 2018 Annual Report to be made available on the Melbourne Airport website.**

- **Master Plan:** The Chair suggested that item be held over until after Michael Jarvis' presentation.

5.5 Airservices Australia Report – Simon Godsmark

Simon Godsmark presented a briefing on the process for changing flight paths – which takes into account the design, environmental assessment, community engagement and decision processes. He also gave an update on the RWY34 Smartpath – noting they received feedback from 27 residents. Following feedback and input to CASA the change has been approved and will be implemented on 8 November 2018. It was also noted that the Q2 noise complaints report was now available on the Airservices Australia website and that 59 complaints were received in Q2 compared to 46 in Q1.

CACG members asked what the definition was of light aircraft. It was explained that light aircraft are small propeller driven aircraft travelling up and down the coast.

Further questions raised were whether Airservices Australia anticipated an increase in noise with the new jetport opening soon and whether the noise report provided a breakdown of where complaints are received from.

Action: Paige Ricci to circulate the Airservices presentation.

5.6 Aircraft Noise Ombudsman – Narelle Bell

Narelle Bell provided an update on the work being undertaken by the office of the Aircraft Noise Ombudsman. Ms Bell explained the role of the Aircraft Noise Ombudsman and that her office was

working with Airservices Australia to ensure the provision of information and community engagement was occurring in regards to changes that impacted communities. She commented that a particular focus of her office over the past 12 months was regarding detailed reports on changes to flight paths, especially in Hobart. She commented that she was pleased with the work Airservices Australia had undertaken in upskilling and increasing its community engagement capacity and was pleased the 13 recommendations her office made in the flight path report were all accepted by Airservices Australia.

6. Presentations

6.1 Melbourne Airport Master Plan – Michael Jarvis and Tim Gill

The Chair suggested that if Melbourne Airport did not have any new information to present regarding the 2018 Master Plan that CACG members would instead use the time to discuss the Master Plan and the feedback provided by members.

Discussion by members centred on notes prepared by the Chair following his review of the Master Plan and input from David Cleland and Susan Jennison. The content of notes had been circulated to members by email ahead of the meeting. The common themes discussed were noise and noise abatement procedures; airport safeguarding; bicycle paths; external road network; and, terminal improvements.

Tim Gill was able to address some of the questions and concerns raised about noise, including explaining the relationship between ANEF and MAEO. However, it was suggested the diagrams and acronyms used in the Master Plan was confusing and that CACG members could benefit from a workshop on noise at a later stage.

CACG members also voiced their criticism of the forecourt and suggested reconfiguring the forecourt and T123 carpark, as outlined in the Master Plan, should be given construction priority. Members believed waiting five years for this project was too long.

Feedback was also given on the lack of bicycle infrastructure within the airport boundary and that CACG would like to see Melbourne Airport commit to preparing a bicycle plan and ultimately construct an internal bicycle path network.

Questions were also raised regarding an eastern access point into the airport precinct; whether Melbourne Airport had given any further consideration to noise attenuation for existing dwellings and in terms of community engagement has Melbourne Airport engaged with CALD (Culturally and Linguistically Diverse) and indigenous communities regarding the Master Plan.

It was **AGREED** the CACG make a submission on the 2018 Master Plan based on feedback received from members, the notes tabled at the meeting and discussion.

Action: Paige Ricci to circulate Master Plan presentation. Chair to prepare and submit submission on draft 2018 Master Plan

6.2 Melbourne Airport community engagement program – Paige Ricci

Paige Ricci – Community Engagement Advisor - provided an overview of the community engagement program Melbourne Airport has undertaken regarding the 2018 Master Plan and the proposed plan for the Runway Development Program.

It was discussed that Melbourne Airport follows the International Association of Public Participation (IAP2) Spectrum and that most of the Airport's activities would centre on informing and consulting local communities and key stakeholders.

It was noted that Melbourne Airport would take ownership of its community engagement and has made a commitment to work with communities and stakeholders; will be more proactive and accessible; will increase transparency about decision-making; and, be open about processes and procedures and honestly describe the likely impacts on communities.

A summary of the Master Plan engagement program was provided including attendance at community forums, advertising undertaken, and targeted briefings with local councils, state and federal MPs, government departments, community groups and organisations.

It was discussed that Melbourne Airport's online engagement platform, my.melbourneairport.com is the key difference between the public exhibition period of the 2013 and 2018 Master Plan. Since the Master Plan went on public exhibition on July 16, the master Plan page on my.melbourneairport.com has received more than 5000 visits and more than 2000 downloads of the Master Plan document has occurred.

It was outlined that the approach for the Runway Development Program will be similar to that of the Master Plan, however, Melbourne Airport will increase its advertising reach and host more forums and be more visible in the community through attendance at festivals/events and through a potential mobile office. It was also noted that Melbourne Airport is investigating ways in which to engage with CALD and indigenous communities.

CACG members questioned the relevance of the CACG if Melbourne Airport is now undertaking all the engagement work. It was made clear that Melbourne Airport believes there is still a role for CACG and that they are component of the engagement going forward, however, at this point in time it was hard to say what that role looks like given Melbourne Airport has committed to undertake a review of CACG.

CACG members suggested Melbourne Airport could better use their wealth of knowledge and expertise when engaging with the community and suggested a variety of ways Melbourne Airport could engage with communities including direct letterbox mail-outs and approaching local businesses to advertise engagement events on their notice boards.

Action: Paige Ricci to circulate Community Engagement presentation.

6.3 PFAS update – Nick Walker

Nick Walker – Environment Manager – provided a brief update on PFAS and the community engagement that has occurred over the past month with potentially impacted neighbours and key stakeholders.

It was discussed that Melbourne Airport has held one community information session with landholders and another was scheduled for August 22. Melbourne Airport has also met with “friends of” groups of local waterways, local councils, state authorities such as the EPA and Melbourne Water.

CACG members raised that a lot of the concern regarding PFAS will come from market gardeners and the historical use of water for livestock and irrigation.

Action: Paige Ricci to circulate PFAS presentation.

7. Other business

- **Melbourne Rail Link** – CACG suggested the issue should be a standing item on the agenda to brief CACG on any updates.
- **CACG review** – Melbourne Airport reiterated its commitment to undertake a review of the CACG and start the process this year.
- **Ramp at front of airport** – Melbourne Airport has an extensive program of asset management as most of the infrastructure is 50 years, so the business invests about 10 per cent of its capital program in renewing that infrastructure. A further condition assessment on the road is planned for this year, however, Michael Jarvis was unable to say whether that had been completed.

8. Next CACG meeting

The next quarterly CACG meeting will be held on Tuesday 20 November 2018 in the Melbourne Room, Melbourne Airport Management Offices, Level 2, Terminal 2, Melbourne Airport Tullamarine.

**Melbourne Airport Community Aviation Consultation Group
Work Plan - Status of Action Items, 21 August 2018**

Mtg	Subject	Lead	Status	Action
20 Feb 2018	Melbourne Airport to liaise internally to investigate options for improving the pedestrian experience of Melbourne Airport (ie. use of travellators at the Airport) and report back to CACG.	Melbourne Airport Secretary	In progress	The CACG Secretary is following up this item and will report back at the CACG November 2018 meeting.
20 Feb 2018	Melbourne Airport to meet with VicRoads and discuss items raised by CACG at its February 2018 meeting, and report back on outcomes. CACG requests support from VicRoads to improve vehicle movements at key intersections around the Airport.	Melbourne Airport Secretary	In progress	The CACG Secretary is following up this item and will report back at the CACG November 2018 meeting.
17 Nov 2015	Priorities listed in the CACG work program to be addressed at future meetings.	Chair	In progress	At the CACG Working Day scheduled in April 2018, the following are listed for discussion: <ul style="list-style-type: none"> • RDP overview • Community health and wellbeing
16 August 2016	CACG to discuss proposal from Hume resident Stephen Coughlan regarding the extension of the 901 SmartBus service from Melbourne Airport to Sunbury	Chair	In progress	Melbourne Airport has followed this up with the Minister's office. An update will be provided at August 2018 meeting.
21 Feb 2017	Noise abatement procedures recommendation #1	Airservices and Melbourne Airport	In progress	Further discussion on international experience with NAPs to be considered at August 2018 meeting.
21 Feb 2017	Ongoing monitoring of noise abatement procedures recommendations # 2-4	Airservices and Melbourne Airport	In progress	List for update report and further consideration at August 2018 meeting.
16 May 2017	RDP engagement - Members invited to nominate groups which may be interested in having a presentation to them on the MDP	Melbourne Airport	In progress	This matter will be discussed at the May 2018 CACG meeting
21 August 2018	901 SmartBus extension proposal - write to Stephen Coughlan and advise current status	Chair		

Mtg	Subject	Lead	Status	Action
21 August 2018	Melbourne Airport Rail link - copy of Melbourne Airport Rail Link Strategic Appraisal to be provided to members	Paige Ricci		
21 August 2018	August NAC meeting - Report of meeting to be provided to November CACG meeting	Romy Collier		
21 August 2018	Airport safeguarding - write to Andrew Grear, DELWP and advise the CACG wishes to be represented on the MAESP advisory committee and have input to the committees Terms of Reference	Chair		
21 August 2018	2018 Annual Report - forward to Melbourne Airport. Make available on web-site	Chair Paige Ricci		
21 August 2018	Airservices flightpaths presentation - circulate to members	Paige Ricci		
21 August 2018	Master Plan presentation - circulate to members. Prepare and submit CACG Master Plan submission to Melbourne Airport	Paige Ricci Chair		
21 August 2018	Community Engagement presentation - circulate to members	Paige Ricci		
21 August 2018	PFAS presentation - circulate to members	Paige Ricci		
21 August 2018	Forecourt elevated roadway - update CACG on status of structural assessment	Michael Jarvis		