

MELBOURNE AIRPORT

COMMUNITY AVIATION CONSULTATION GROUP (CACG)

Pre-meeting minutes — Tuesday 15 August 2017, 4pm–6.00pm

Gladstone Park Community Centre, 13 South Circular Road, Gladstone Park VIC 3043

CACG Members

Present:

Darrell Treloar	Independent Chair
Susan Jennison OAM	Community representative
Frank Rivoli	Community representative
Fred Ackerman	Community representative
Peter Hurst	Community representative
David Cleland	Community representative
Captain Darren Gray	Pilot, Virgin Australia
Michael Sharp	Australian Mayoral Aviation Council
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)
Petrus Barry	Local government officer, Moonee Valley City Council
Steve Finlay	Local government officer, Melton City Council (proxy for Bob Baggio)

Apologies:

David O'Connor	Community representative
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Organisational/agency representatives

Michael Jarvis	Melbourne Airport
Jai McDermott	Melbourne Airport
Kerr Forbes	Melbourne Airport
Alby Goodsell	Airservices Australia

Neil Hall	Airservices Australia
Kathryn Kominek	Commonwealth Department of Infrastructure and Regional Development

Subject matter experts / supporting staff

Kristi High	Melbourne Airport
Amanda Bennett	Melbourne Airport
Hannah Johnson	Melbourne Airport
Melanie Hearne	Melbourne Airport
Trent Kneebush	Melbourne Airport
Renee Atkinson	Melbourne Airport
Leonie Brown	Melbourne Airport
Natalie McGlone	Melbourne Airport

1. Welcome and introduction

The Chair welcomed everyone to the meeting and acknowledged the following:

- Petrus Barry, from Moonee Valley City Council has been nominated as a local government officer member of the CACG and replaces Henry Bezuidenhout
- Steve Finlay, Council Officer from Melton City Council attending the meeting as proxy for Bob Baggio
- Jai McDermott, Executive Corporate and Public Affairs from Melbourne Airport replacing Carly Dixon
- Natalie McGlone, Community and Stakeholder Engagement Coordinator from Melbourne Airport replacing Kris Perkovic following his resignation. Natalie will be the primary point of contact for CACG activities.

It was acknowledged that the planned meeting venue was not available and that the alternative has some shortcomings. Care will be taken to ensure future meetings venues are booked and confirmed several months in advance.

The Chair advised that meetings of the CACG are recorded for the purpose of assisting with the preparation of draft minutes. The recordings are deleted once the minutes have been endorsed by this group at its next quarterly meeting.

2. Apologies

It was noted that community member David O'Connor was an apology at the meeting.

3. Confirmation of May minutes

The Chair referred to the minutes from the CACG pre-meeting at the Salvation Army Hall (Sydenham City Corps) on 16 May 2017. The minutes of the meeting were **AGREED** and **CONFIRMED** by the group.

4. Items of other business (refer to item 7 below)

A number of items for discussion as part of 'Other Business' were listed, including:

- Natalie McGlone – CACG members' survey
- Frank Rivoli – Six printed questions related to the Melbourne Airport Strategy 1990, draft 2018 Melbourne Airport Master Plan, Runway Development Program Major Development Plan (RDP MDP)
- Susan Jennison – Health impacts and research done by the University of New South Wales.
- Susan Jennison – Airport security
- David Cleland – Congestion in drop-off and pick-up zones in front of the terminals
- Fred Ackerman – CACG meeting schedule

5. Reports

Pre-meeting reports from Melbourne Airport, Airservices Australia and the Chair are provided with the agenda pack and taken as read.

5.1 Work plan status of actions

Natalie referred to the status of items listed in the written report and highlighted the following matters:

- Melbourne Airport staff will book CACG meeting venues several months in advance of meetings. Reading materials required for meetings will be distributed to members well in advance.
- It was suggested that a discussion paper be prepared by Melbourne Airport staff including suggestions for how the format of CACG meetings could be improved and proposing a process for the appointment of new members. The group agreed that a discussion paper should be prepared for the group's consideration/feedback prior to the next meeting, with a view to improving meeting processes.

The report was **NOTED** and completed items will be deleted from future reports. An overview of the CACG's work plan status of actions is provided at **Appendix 1**.

5.2 Melbourne Airport Quarterly Report – Michael Jarvis and Kerr Forbes

Melbourne Airport's Executive Planning (Michael Jarvis) and Director Runway Development Program (Kerr Forbes) presented an overview of Melbourne Airport's third quarter activities. They advised that Melbourne Airport intends to move the public exhibition of the Preliminary draft 2018

Melbourne Airport Master Plan to mid-2018 to align with the public exhibition of the Preliminary draft Runway Development Program (RDP) Major Development Plan (MDP). It was suggested that the benefit of aligning the exhibition of both draft documents is that it will provide the community with an opportunity to access all of the available information at one time.

While the dates for the formal public exhibition and consultation on the Preliminary draft 2018 Melbourne Airport Master Plan and preliminary draft RDP MDP have yet to be confirmed, Melbourne Airport is exploring options to stagger or partially overlap public exhibition and consultation on these documents. This will allow local communities to understand the detail of both draft documents and provide feedback.

Members of the group suggested that Melbourne Airport provide a more detailed explanation about the process that it is taking to develop the Preliminary draft 2018 Melbourne Airport Master Plan and Preliminary draft RDP MDP including the full details of strategic studies required to deliver them. For example, what is involved in the process of airspace analysis?

A further point was made that it would be helpful for Melbourne Airport to explain to the community what a Master Plan is, what it seeks to achieve, and how it fits into the hierarchy of other strategic planning documents.

As a matter of process, it was suggested by the Chair that the CACG be given a presentation at its pre-meeting, in addition to the printed information sheet, on future studies produced by Melbourne Airport relating to the 2018 Melbourne Airport Master Plan or RDP MDP.

5.3 Proposed hotel development – Linc Horton, Melbourne Airport

Linc Horton, Melbourne Airport's Executive Property presented to CACG about a proposed 464 room hotel development to be located in close proximity to Terminal 4. A Major Development Plan (MDP) is being prepared as part of the development proposal. The Preliminary draft MDP will be advertised and the community will be able to make submissions in relation to MDP. Community members will be notified about the submission when the MDP is advertised. Further updates on this matter will be provided in the November Melbourne Airport Quarterly report.

5.4 Airservices Australia report – Alby Goodsell and Neil Hall.

Neil Hall, Community Engagement Specialist at Airservices Australia, provided an update in relation to Runway 16 departures at Melbourne Airport and concerns raised by communities that aircraft were not meeting the minimum climb gradient requirements. This matter was investigated and data confirmed that aircraft were at least 500 feet above the minimum climb gradient on the standard instrument departures.

Noise Abatement Committee (tabled at the meeting) – Darrell Treloar, Independent Chair

The Chair provided an overview of items raised at Melbourne Airport's Noise Abatement Committee (NAC) meeting held on Monday 14 August 2017. The following items were discussed:

- Airservices Australia presented on aircraft noise complaints data for Q2 2017. Complaints were received from 35 individuals compared with 52 in the previous quarter. Airservices has commenced separately identifying complaints related to night movements. No ground based noise complaints were received in Q2 2017.
- Airservices Australia advised that the link to Noise Abatement Procedures in the Melbourne Airport section of the Airservices' website were found to be not working but this has now been addressed.
- Airservices Australia also presented on:
 - Runway 16 'Smart Track' usage
 - East Keilor Environmental Monitoring Unit
 - Implementation of Ground Based Augmentation System (GBAS) at Melbourne Airport from May 2017
 - Technical Noise Environment Working Group consideration of CACG recommendations relating to noise abatement procedures
- Melbourne Airport reported on:
 - Outcome of planning (subdivision) application at Diggers Rest
 - Possible further rezoning of state government land at Upfield

5.5 Chairman's report – Darrell Treloar, Independent Chair

A draft Annual report is being prepared and will be distributed to members shortly for review and comment, and then formally presented at the CACG November meeting.

An approach was made to the Commonwealth Department of Infrastructure and Regional Development (DIRD), requesting they make a presentation to this CACG meeting regarding curfews and noise sharing. DIRD were unable to do so but advised they will be pleased to present to a future meeting of the CACG.

The Chair suggested a number of topics relating to noise sharing and curfews in his written report and invited members to nominate further items or speakers that they would like considered.

A request was made to clarify the status of the Melbourne Airport Strategy (MAS) 1990. It was confirmed that this document is 27 years old and has been superseded by subsequent Master Plans.

The point was made that the MAS 1990 took concerns about the community health and wellbeing impacts of airport intensification into consideration. It was stated that the Runway Development Program Major Development Plan will give due consideration to the community health and wellbeing impacts of Melbourne Airport's future development. The group agreed that it would be helpful for Melbourne Airport to explain the context of the 2018 Melbourne Airport Master Plan and Runway Development Program Major Development Plan, including how these documents relate to other strategic planning documents and how they give consideration to community health concerns.

6 Airservices New Navigation Technology – Neil Hall

Neil Hall from Airservices Australia presented on Airservices Australia's online noise information.

6.1 Airservices Online Noise tool

Airservices Australia presented to the CACG about on line noise information which can be accessed via the Airservices website. This provides information on complaints, runway use, flight paths, noise monitoring and access to the Noise Complaints and Information Service and Webtrak: <http://www.airservicesaustralia.com/aircraftnoise/melbourne/>

7 Other business

A CACG Members Survey 2017 was distributed to members to complete and return following the meeting. The findings of the CACG Members Survey will be reported in the 2017 Annual Report of the CACG.

7.1 Melbourne Airport Strategy 1990, Melbourne Airport Master Plan 2018, Melbourne Airport Runway Development Program Major Development Plan and other items

The Chair noted the six questions tabled by Frank Rivoli and it was agreed they be referred to Melbourne Airport for response. A copy of the questions and the answers are provided at **Appendix 2**.

7.2 Community health and wellbeing and airport intensification

Susan Jennison reported that the University of New South Wales has undertaken research regarding potential impacts airports can have on community health and wellbeing. Susan suggested that this topic be addressed in detail in the lead up to the technical studies being undertaken as part of the third runway development, particularly studies addressing the social impacts of future development, and agreed to provide further information regarding the research to Melbourne Airport.

7.3 Community safety and airport security

Susan Jennison asked about how Melbourne Airport's security services respond in the instance of a bomb being found on a plane and quoted the recent incident involving Malaysian Airlines as a case in point. The group was advised that Melbourne Airport takes security at the airport very seriously. Security at the airport is the combination of a number of different specialist stakeholders playing their roles effectively. The good news worth remembering in the recent incident is that nothing that should not have been taken onto a plane made it on board. This shows that airport security is working effectively. That said, we do not take security for granted and it is a constant focus for our business, in close collaboration with responsible agencies and service providers.

It was agreed that Melbourne Airport be invited to present on the topic of community safety and airport security at a future meeting of the CACG. (It was noted this will be separate from the presentation on disaster planning arrangements, identified at the November 2016 CACG meeting.)

ACTION: Melbourne Airport to present to a future meeting on airport security and incident management.

7.4 Pedestrian and vehicle movements at Melbourne Airport

David Cleland raised the issue of ground transport and, in particular, vehicle and pedestrian management in the drop-off and pick-up zones in front of the terminal. It was explained that vehicle movements at the airport were being significantly impeded by pedestrian crossing supervisors during peak periods. The request was made that this topic be addressed in detail at the next CACG meeting.

ACTION: Ground transport vehicle and pedestrian movements to be added as a topic for discussion at the November CACG meeting.

7.5 Meeting Schedule

Fred Ackerman raised the matter of the increased CACG workload arising from the Master Plan and Runway Development Plan, and suggested consideration be given to how this can be managed. He proposed a paper be prepared and the possibility of having longer or additional meetings be explored. It was **AGREED** the Chair discuss with Melbourne Airport and the matter be listed for the next meeting.

ACTION: A paper discussing options in response to the anticipated increased CACG workload to be prepared.

8 Meeting close

The meeting closed at 6.05pm.

The next CACG pre-meeting will be held at 4:00pm on Tuesday 21 November 2017 at the Jack McKenzie Community Centre, 1 Green Street Bulla VIC 3428.

(If a number of MDP studies are released before then, the closure time may be extended to 6:30 and if that is assessed as not being adequate, the start time may be brought forward to 3:30pm. Advance notice will be provided if the scheduled starting or finishing time is to be changed)