

**MELBOURNE AIRPORT COMMUNITY AVIATION CONSULTATION GROUP**  
**Minutes—Tuesday 18th August 2015, 6pm–8pm**  
**Jack McKenzie Community Centre, Green Street, Bulla**

Present:	Darrell Treloar	Independent Chair
	David O'Connor	Community
	Mateja Rautner	Community
	Deanna Van Rooy	Community
	Leanne Deans	Noise Abatement Committee
	Jim Gard'ner	Victorian Department of Environment, Land, Water & Planning
	Henry Bezuidenhout	Moonee Valley City Council
	Cr Adem Atmaca	Australian Mayoral Aviation Council
	Michael Sharp	Australian Mayoral Aviation Council
	Liz Beattie	Victorian Trades Hall Council (Proxy for Luke Hilakari)

Also in attendance were:

Sarah Renner	Melbourne Airport
Elizabeth Joldeski	Melbourne Airport
Kris Perkovic	Melbourne Airport
Caroline Doherty	Melbourne Airport
Paula Bradshaw	Melbourne Airport
Helen Love	Melbourne Airport
Kylie Hobday	Airservices Australia
Neil Hall	Airservices Australia
Marcelo Alves	Commonwealth Department of Infrastructure and Regional Development

Apologies:

Bob Baggio	Melton City Council
Susan Jennison	Community
Frank Rivoli	Community
Luke Hilakari	Victorian Trades Hall Council
Captain Darren Gray	Virgin Australia

Number of public in attendance: 2

## **1. Welcome and apologies—Darrell Treloar, Chair**

The Chair welcomed everyone to the meeting and asked CACG members to introduce themselves to each other and the group. He noted that there were no members of the public present at the commencement of the meeting.

## **2. Confirmation of Minutes of Meeting held 19 May 2015**

The Chair referred to the minutes from the CACG meeting held on 19 May 2015 at the Banksia Gardens Community Centre in Broadmeadows (previously distributed).

It was **AGREED** that the minutes of the meeting held on 19 May 2015 be confirmed as an accurate representation of the meeting.

## **3. Public questions/submissions**

The Chair noted there were no members of the public present at the commencement of the meeting.

(Note: Members of the public arrived after the commencement of the meeting and questions were invited and answered in Item 7 'Other business').

## **4. Runway Development Program Update—Sarah Renner, Melbourne Airport**

- The RDP is currently in the technical studies stage, which is anticipated to run through to the end of 2016.
- The first of the expert technical studies, an Ecological Impact Assessment, has been completed (see next presentation).
- Stage One studies include Ecology, Cultural & Historic Heritage, Contaminated Land & Groundwater, Waste Management, Ground-based Noise & Vibration, Air Quality, Surface Water & Erosion, Landscape & Visual Impacts, Airspace Architecture, Airfield Capacity, Traffic Impacts and Land Use & Planning.
- Stage Two studies include Greenhouse Gas, Sustainability, Climate Change & Natural Hazard Risk, Air-based Noise and Airspace Hazard & Risk.
- Stage One and Stage Two studies will inform other key studies to follow including a Health Impact Assessment and Social and Economic Impact assessments.
- The RDP will be assessed under the provisions of both the Airports Development Act and the EPBC Act.
- The expert studies will form part of the preliminary draft Major Development Plan that will be subject to extensive community and stakeholder consultation before the draft Major Development Plan is submitted to the federal government for consideration and approval.

## **5. Runway Development Program—Ecological Impact Assessment Paula Bradshaw, Melbourne Airport**

- The Ecological Impact Assessment examined the potential impacts of the Runway Development Program on local flora (plants), fauna (animals) and their habitats (where they live).

- A study area of 1,000 hectares was surveyed by independent ecology and heritage consultants Biosis to provide a detailed overview of the area's biodiversity value (variety of plant and animal life). Potential impacts on local plants and animals will be confined to the proposed construction area, which is 500 hectares in size.
- Biosis undertook extensive plant and animal field surveys at different times from August 2013 to February 2015 to capture seasonal variations. They also searched for species listed under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) and used databases such as the Victorian Biodiversity Atlas, Flora Information System, the New Atlas of Australian Birds and Melbourne Water Fish database to inform their work.
- The RDP will impact on one animal species and two plant species, which were found within the proposed construction area.
- The impacted animal species is the Growling Grass Frog, which was found in very small numbers at Arundel Creek within the construction area. The proposed east–west runway alignment will require around 500 metres of Arundel Creek to be piped (culvert pipe) and buried. As the culvert is infrastructure essential to the RDP, removal of this portion of habitat is unavoidable.
- The Natural Temperate Grassland of the Victorian Volcanic Plain, a grass species common to the area, was found within the proposed construction area. Around 87 hectares is proposed to be removed to enable construction to occur. About 40 Grey Box trees may also need to be removed, pending the final design of the Sunbury Road access to the site.
- Where possible, impacts to local plants and animals will be mitigated by ensuring construction works minimise damage to vegetation and habitat.
- Where mitigation is not possible, an Offsets Management Plan will be developed for the impacted plant and animal species, detailing suitable offset locations/sites. The Plan will be developed in accordance with the EPBC Act and EPBC Act Offsets Policy and requires the approval of the Commonwealth Department of the Environment.

The Chair thanked Paula Bradshaw for the presentation and CACG members were invited to ask questions.

*Deanna Van Rooy (Community) to Melbourne Airport: wanted to know why the ecology study was undertaken ahead of any studies assessing the impacts to residents?*

The Ecological Impact Assessment was commenced some time ago as it will help inform the other studies to follow, many of which assess the impacts to the community. The findings from these studies will be shared with the community once they have been completed.

## 6 Reports

### 6.1 Work plan: status of actions—Darrell Treloar, Chair

The Chair provided an update on the amalgamation of the 2011 work action with a list of current items status report.

This report was **NOTED** and completed items will be deleted from future reports.

### 6.2 Noise Abatement Committee—Leanne Deans

Leanne Deans provided an overview of the Noise Abatement Committee meeting held on 17 August 2015. This report was **NOTED**.

### 6.3 Planning Coordination Forum—Sarah Renner, Melbourne Airport

- Sarah Renner provided an update on the PCF held on 13 August 2015.
- Items discussed included the RDP, Terminal 4, the successful opening of Airport Drive in June, the Melbourne Airport Business Park and a scheduled meeting with the Keilor Model Aircraft Club impacts by the proposed third runway on their operations.
- There was also a further meeting between Melbourne Airport, the Attwood Child Care Centre and Hume City Council regarding the child care centre's proposed expansion. This was a compulsory meeting following on from an earlier VCAT mediation meeting.
- Environs Overlay: the Victorian Government indicated that the environs overlay will be updated in the months ahead.
- PCF / CACG Review: results of the Commonwealth review will be known by the end of 2015.
- Diggers Rest Section 173 agreement: Melbourne Airport has provided a submission to Melton Council seeking maintenance of the s173 conditions. The Victorian Government has also provided strong in-principle support for Melbourne Airport on this matter.

**Darrell Treloar, Chair:** Melton City Council has indicated it is unlikely that the developer's request to remove the s173 would proceed to approval; however, the process must be followed through to completion.

This report was **NOTED**.

### 6.4 Airservices Australia—Kylie Hobday

- Runway usage:
  - During Quarter 2 of 2015, use of Runway 16 for arrivals (from the north) was significantly lower than the previous quarter, with the exception of April 2015.
  - Movements in April 2015 were due to an increase in southerly winds during this period, which is normal in early autumn.
  - Arrivals to Runway 27 (from the east) increased slightly, in line with the three year average.
  - Departures were mostly from Runway 27 (to the west) and Runway 16 (from the north). These operations tend to avoid residential areas.
  - *Night movements:* On average there tend to be around 1300–1500 night time movements per month at Melbourne Airport—a little under 50 per night. The numbers of night movements in Quarter 2 of 2015 were slightly above the three-year average.
- Complaints for Q2 2015 were 45—down from 74 in Q1 2015. The main issues were increased jet operations, particularly at night.
- Noise monitoring: It was reported that the noise monitor at Keilor Village is non-compliant and investigations are underway to identify a new location. This can take six to twelve months from identification to installation.
- Noise complaints can be made online at [www.airservicesaustralia.com/aircraftnoise/about-making-a-complaint/how-to-make-a-complaint/](http://www.airservicesaustralia.com/aircraftnoise/about-making-a-complaint/how-to-make-a-complaint/)

This report was **NOTED**.

Members of the CACG were given the opportunity to ask questions regarding the presentation.

**A Deanna Van Rooy (Community):** *What can compromise a noise monitor's reading?*

**Airservices:** Noise monitor readings can be compromised by various sounds i.e. children singing, school noises and birds.

**B David O'Connor (Community):** *What makes up the criteria for noise monitor sites?*

**Airservices:** Sites vary—temporary monitors can be mounted onto a house and permanent monitors can be located on top of buildings or in locations such as caravan parks. A noise monitor won't work well if it's near a busy road or location with loud background noise. A noise monitor can be described as a long aerial with a microphone at the end.

#### **6.4.1 Technical Noise and Environment Working Group**

**Neil Hall, Airservices Australia:** A Technical Noise and Environment Working Group commenced three months ago and is a forum for airlines, air traffic control and the airport to discuss what they do and how it impacts the community. Reports from the Working Group will be provided to the Noise Abatement Committee (NAC) for information and discussion. The NAC, through its representative on the CACG, can take feedback from the CACG and refer it to the working group.

#### **6.5 Melbourne Airport—Sarah Renner**

- Terminal 4—Tigerair flew the first flight today, 18<sup>th</sup> August, out of Terminal 4. T4 is the first terminal in the Asia Pacific region to open with full self-service check-in operations. The terminal has the capacity to process \$10 million passengers per annum and will also welcome over 30 fashion, food and beverage retailers.
- Airport Drive opened to traffic at the end of June.
- Safeguarding: Melbourne Airport has been proactive in pursuing the safeguarding review with the State Government. We met with the Planning Minister in June and have also written to confirm our position. The details of how to conduct the review is to be determined, but a comprehensive review is required.
- Extension of ATSC building: this will house the operations rooms for the new Civil-Military Air Traffic Management System (CMATS), also known as the OneSKY Program. Under the new system Australian airspace will become a single Flight Information Region enabling safety and efficiency improvements as well as cost savings and reliability
- Melbourne Corporate Jetbase Major Development Plan: proposed purpose built corporate jet main hangar.
- Community engagement: midway through a series of community shopping centre events to raise awareness of the RDP and other developments at the airport. Throughout July the engagement team had a presence at Broadmeadows and are currently located at Airport West Shopping Centre until the end of August, to be followed by Gladstone Park in September.

This report was **NOTED**

The Chair thanked Sarah Renner. Members of the CACG were given the opportunity to ask questions regarding the presentation.

**A Adem Atmaca (Australian Mayoral Aviation Council):** *What are the directions from Terminal 3 to Terminal 4—is there a link between the two?*

**Sarah Renner:** There is a link but it depends on which airline you are travelling with. If you're travelling with Virgin, who operate in Terminal 3, go down the escalators, turn left and head through security—you will then be in T4. If you are a Tigerair passenger, you will be dropped off in the outdoor area of the multi-level structure (MLS) where you will be under cover and then walk into T4.

**B Michael Sharp (Australian Mayoral Aviation Council):** *The upcoming MDP on the Corporate Jet Base: will there be more growth in this traffic?*

**Sarah Renner:** The actual growth of this traffic is captured in our forecasts. We are predominantly a public airport but we do have small operations in areas such as helicopters and business jets. We expect to grow that business but it will be small in comparison.

**C Deanna Van Rooy (Community):** *The displays at the shopping centres have a lot of information; however, information as to how residents will be affected is not available. Will there be an opportunity to have their questions answered during the process?*

**Sarah Renner:** We understand the community is calling for more detailed information now, however we can't answer all the questions at the moment because we have only commenced the studies phase. In time, with the progressive release of the study findings (throughout the remainder of 2015 and during 2016), we will be able to provide more detailed information to all of our stakeholders.

**D David O'Connor (Community):** *If the study results come back with considerable impacts on communities, what happens then?*

**Paula Bradshaw, Melbourne Airport:** The study findings will be released individually and then collectively as part of the preliminary draft Major Development Plan, which will go out to the community for public exhibition and feedback. Should the studies show impacts to the community, we will consider how we can best manage, reduce or mitigate those impacts.

**E Deanna Van Rooy (Community):** *If a study shows the growling grass frog cannot be relocated, how can you relocate the community with the impacts caused by noise?*

**Sarah Renner:** Should there be impacts to the community, for example noise impacts, the airport will release the findings of that study and share it with the community. We will also consult with the community on the draft MDP, which will contain all the completed studies in the one document. We will consider in full what those impacts are and how best we can respond to them once we have all the available information and have heard from all of our stakeholders.

**F Darrell Treloar, Chair:** *When the CACG made a submission in relation to Airport Drive some reservation was expressed about Melrose Drive being used as a rat run. Is there a monitoring regime in place to measure traffic volumes as a consequence of Airport Drive opening?*

**Sarah Renner:** Traffic counts are done on a regular basis and shared with Vicroads. At present, Airport Drive is under capacity so we are working with Vicroads to improve signage on the Western Ring Road.

**G Darrell Treloar, Chair:** *How will people use the Corporate Jet Terminal? Will they need to go through the main terminal area?*

**Sarah Renner:** Patrons would land and the jet would then taxi down to the base's customs area so there is no need to access the main terminal. Patrons would then proceed to their car and exit the airport.

**H Darrell Treloar, Chair:** *Plan Melbourne: is there a consultation process around this?*

**Jim Gardner, Victorian Department of Environment Land, Water and Environment:** We have received advice there will be a major consultation document going out in October.

## 6.6 Annual Report

A draft report was prepared and circulated to CACG members for comment. The Chair noted that a number of members provided comment and that the report was amended to reflect these. He thanked members for their input.

It was **AGREED** that draft Annual Report 2015 (as amended) be approved.

## 6.7 Chair's Report

The Chair highlighted key elements of his written report. He reported that members attending the CACG strategy session held earlier, have recommended the Victorian Government representative be a nominee of the Department of Environment, Land, Water & Planning and that all stakeholder agencies that nominate members be also invited to nominate a proxy.

Other outcomes of the strategy session will be formally reported to the November meeting of the CACG.

It was **AGREED** that:

- a. the report be noted;
- b. the nomination of Leanne Deans as the Noise Abatement Committee delegate be noted;
- c. clause 3 of the Terms of Reference, where it relates to the Victorian Government delegate, be amended to read: One nominee of the Department of Environment, Land, Water & Planning; and
- d. the Chair invite member stakeholder agencies to nominate a proxy delegate in addition to their member nominee.

**Action:** Chairman to write to CACG members to invite member's organisation to nominate a proxy delegate when CACG member is unable to attend.

**A Deanna Van Rooy (Community)** Will community representatives be notified of the date of the meeting to be arranged with the Minister for Planning in late August?

**Darrell Treloar, Chair:** The meeting will now be late September. Previously (community members) David O'Connor and Frank Rivoli have attended that meeting although the CACG may wish to have other delegates attend the meeting along with himself—this is a matter for the CACG to decide.

## 7 Other business

### Public questions/submissions

Due to no member of the public being in attendance at the start of the meeting, questions were answered under this item.

**A Dennis Ruggerio:** *With a total of only two hours given to questions at CACG meetings, please explain what is meant by the term 'robust community consultation' that I keep hearing about as I don't see any evidence of this?*

This question was then followed by a clarifying statement from community representative **Deanna Van Rooy** that the CACG *only allows 30 mins of question time four times per year. How is this robust and where can they get more time to have their questions answered?*

**Darrell Treloar, Chair:** There is nothing to stop any person at any time raising questions with Airservices, Melbourne Airport or any other organisation represented on the CACG. CACG is a forum for stakeholders (community and stakeholder representatives) to come together and discuss issues. The CACG does not speak for Melbourne Airport and only Melbourne Airport can answer questions regarding community consultation.

**B Deanna Van Rooy (Community):** *Who makes the decision as to whether the RDP is assessed as an EIS or MDP?*

**Sarah Renner, Melbourne Airport:** The Commonwealth Government makes the decision on how it is to be assessed. Indications are that this will be through the Major Development Plan process but we will refer it to both the Department of the Environment and the Department of Infrastructure and Regional Development.

**C Ian Johnston** *Is Melbourne Airport actively lobbying the Federal Government to avoid having to undertake an EIS (Environmental Impact Statement) for the runway?*

**Sarah Renner, Melbourne Airport:** Melbourne Airport is not lobbying the government to not undertake an EIS—we fully expected to go down the path of an EIS—much the same as Brisbane and Gold Coast Airports. The meetings and discussions with the Department of the Environment suggest the Commonwealth will be satisfied with an MDP process. A referral will be required from DIRD to the Department of the Environment. The Department of Environment will still assess all of the studies that have been undertaken as part of that process.

**D Adem Atmaca** notified the meeting that Hume City Council had moved a motion to write to the Commonwealth Minister for the Environment requesting an EIS

Next meeting is to be held at Gladstone Park Community Centre on 18th November 2015. The meeting closed at 7.54pm.

## Community Aviation Consultation Group: Action Items Status Report, August 2015

CACG Mtg	Description	Lead	Status
2011 Work Plan	Airport Drive and Steele Creek North		<b>Completed</b> - Airport Drive was opened to traffic in June 2015.
2011 Work Plan	Airport Rail Link		The CACG continues to support this project.
2011 Work Plan	4 Warehouse Major Development Plans		The CACG made a submission regarding the Preliminary Draft MDPs on 18 February 2015. The draft Major Development Plan is being finalised for submission and approval by the Commonwealth Minister for Infrastructure & Regional Development.
2011 Work Plan	Smart Tracking	Kylie Hobday/ Neil Hall	An Environmental Assessment of a new "Smart Tracking" approach to Runway 16 is being prepared by Airservices and various stakeholders will be consulted ahead of implementation.
18 Feb14 & 19May15	Airservices to investigate departures from Runway 16 between 12:00 midnight and 4:00am and provide an update on the number of flights recorded between 11pm and 6am.	Kylie Hobday/ Neil Hall	
19 Aug14	Melbourne Airport to facilitate a conversation between Airservices, Susan Jennison and David O'Connor regarding local community involvement with the aviation heritage project being undertaken by the University of Canberra.	Liz Joldeski	The University of Canberra has been contacted to provide an update on progress with the aviation heritage project.
19Aug14	Victorian Government to provide the CACG with a copy of their submission to the DIRD Master Plan/MDP regulatory review.	Jim Gard'ner	The Victorian Government response will be made available when all submissions are published on-line by the Commonwealth Government.

CACG Mtg	Description	Lead	Status
18Nov14	Melbourne Airport to look at additional opportunities for community meetings it can convene in 2015 and report back to the group.	Liz Joldeski	<p><b>Completed</b></p> <p>Melbourne Airport is undertaking a series of community shopping centre events to raise awareness of the RDP and other developments at the airport. These sessions are manned during lunchtime hours several days per week at the following dates and locations:</p> <p>29 June–26 July 2015, Broadmeadows Shopping Centre  27 July–23 August 2015, Westfield Airport West  24 August–20 September 2015, Gladstone Park Shopping Centre</p> <p>In addition, Melbourne Airport undertook four marquee-style weekend outdoor community engagement activities on the following dates and locations:</p> <p>16 May 2015, Airport West Football Club  30 May 2015, Airport viewing area, Oaklands Road  4 July 2015, Westmeadows Football Club  8 August 2015, Airport West Football Club</p>
18Nov14	Airservices to provide a demonstration of <i>Volans</i> at a future meeting.	Kylie Hobday/ Neil Hall	
17Feb15	Airservices Australia to enquire regarding Sydney Airport reporting based on aircraft type and report to a future meeting.	Kylie Hobday/ Neil Hall	
17Feb15	Airservices Australia to provide an update on number of complaints in Keilor.	Kylie Hobday/ Neil Hall	<p><b>Completed</b></p> <p>Mar 6 complainants  Apr 5 complainants  May 3 complainants</p>
17Feb15	Update to be provided on outcomes of the Federal Government's review into CACG consultation processes.	Rod Burgess	The consultant, Orima Research delivered its final report to the Commonwealth Department of Infrastructure and Regional Development in late July. The Department is now considering the report and will provide a public response in late 2015. The final report was delayed due to the unexpectedly high response rate to the online survey (over 320 respondents - 53% of those invited). 49 stakeholders participated in the one-on-one interviews.
17Feb15	Airservices	Kylie	<b>Completed</b> - Noise Abatement Procedures state that

CACG Mtg	Description	Lead	Status
	Australia to check on part use of runway 16 and advise CACG	Hobday/ Neil Hall	between 11pm and 6am full length must be used for Runway 16 departures—this has been checked with ATC and they are careful to comply.
19 May 2015	Airservices Australia to consider option of printing complaint forms and making them available and provide an update at the August CACG meeting	Kylie Hobday/ Neil Hall	<p><b>Completed</b></p> <p>A hard copy complaint form is not necessary to lodge a noise complaint with Airservices. Complaints can be made in writing, phone or via the online form available on the WebTrak or Airservices website.</p> <p><a href="http://www.airservicesaustralia.com/aircraftnoise/about-making-a-complaint/how-to-make-a-complaint">www.airservicesaustralia.com/aircraftnoise/about-making-a-complaint/how-to-make-a-complaint</a></p>
19 May 2015	Curfew discussion to be placed on forward agenda	Darrell Treloar	This is one of a number of issues that were identified for further work at the strategy sessions. The manner in which this will occur is still to be determined and will be the subject of a report to the November CACG meeting.
19 May 2015	Melbourne Airport to consider strategies to reach CALD communities and ensure engagement appropriately targets residents that will be affected.	Liz Joldeski	Melbourne Airport is considering options for directly targeting CALD communities and will report progress to future meetings of the CACG.
19 May 2015	Airservices Australia to follow up to advise CACG on the statistics regarding how many people have downloaded and accessed Airservices property packs.	Kylie Hobday/ Neil Hall	<p><b>Completed</b></p> <p><b>April</b> Unique page views - 265</p> <p><b>May</b> Unique page views - 243</p> <p><b>June</b> Unique page views - 239</p> <p><b>July</b> Unique page views - 239</p>
19 May 2015	Airservices to provide information on the number of flights over Diggers Rest.	Kylie Hobday/ Neil Hall	<p><b>Completed</b></p> <p>Very small percentage of Rwy27 departures go over Diggers Rest, approximately 2%.</p>
18 August 2015	Chairman to write to CACG members to invite member's	Darrell Treloar	Email sent to CACG members 19 <sup>th</sup> August requesting proxy nomination.

CACG Mtg	Description	Lead	Status
	organisation to nominate a proxy delegate when CACG member is unable to attend.		

DRAFT - UNCONFIRMED MINUTES