

MELBOURNE AIRPORT COMMUNITY AVIATION CONSULTATION GROUP
Minutes, Pre-meeting—Tuesday 15 November 2016, 4pm–6pm
Jack McKenzie Community Centre, Green Street, Bulla

Present

(CACG members):

Darrell Treloar	Independent Chair
David O'Connor	Community
Susan Jennison OAM	Community
Frank Rivoli	Community
Capt Damian Spencer	Pilot, Virgin Australia (proxy for Capt Darren Gray)
Michael Sharp	Australian Mayoral Aviation Council
Cr Jack Medcraft	Australian Mayoral Aviation Council
Liz Beattie	Victorian Trades Hall Council (proxy for Luke Hilakari)
Henry Bezuidenhout	Local Government Officer (Moonee Valley)

(Organisational / agency representatives)

Michael Jarvis	Melbourne Airport
Anna Gillett	Melbourne Airport
Alby Goodsell	Airservices Australia
Neil Hall	Airservices Australia
Dilan Withanage	Airservices Australia
Cameron Rimington	Commonwealth Department of Infrastructure and Regional Development

(Supporting subject matter experts / support staff):

Kerr Forbes	Melbourne Airport
Trent Kneebush	Melbourne Airport
Tim Gill	Melbourne Airport
Renee Atkinson	Melbourne Airport
Melanie Hearne	Melbourne Airport
Kris Perkovic	Melbourne Airport
Caroline Doherty	Melbourne Airport
Kristi High	Melbourne Airport
Helen Love	Melbourne Airport
Robert Quigley	Director, Quigley and Watts

Apologies:

Jane Homewood	Victorian Department of Environment, Land, Water and Planning.
David Kirkland	Victorian Department of Environment, Land, Water and Planning. (proxy for Jane Homewood)
Mateja Rautner	Community
Leanne Deans	Noise Abatement Committee
Bob Baggio	Local Government Officer (Melton)

1. Welcome and introductions—Darrell Treloar, Chair

The Chair welcomed everyone to the meeting and introduced Cr Jack Medcraft, a Hume City Councillor, attending his first meeting as the Australian Mayoral Aviation Council (AMAC) representative to the CACG.

Cr Medcraft has replaced Adem Atmaca, who was not returned as councillor at the recent local government elections. The Chair proposed writing to Mr Atmaca to thank him for his contribution to the CACG.

The Chair also acknowledged:

- Capt Damian Spencer, proxy for Capt Darren Gray, as the airline representative to the CACG.
- Cameron Rimington, of the Commonwealth Department of Infrastructure and Regional Development (DIRD), attending on behalf of Marcelo Alves.
- Robert Quigley, Director with consultancy Quigley and Watts, presenting on the project scope for the Runway Development Program Health Impact Assessment.

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 the next quarterly meeting.

2. Apologies

The Chair noted the members who had provided apologies (as above).

3. Confirmation of Minutes of meeting held on 16 August 2016

The Chair referred to the minutes from the CACG pre-meeting held on Tuesday 16 August 2016 from 4pm to 6pm at the Gladstone Park Senior Citizens Centre, corner Carrick Drive and Elmhurst Street, Gladstone Park

It was **AGREED** that minutes of the meeting held on Tuesday 16 August 2016 be confirmed as an accurate representation of the meeting.

4. List items of other business (refer to Item 9 below)

- **Susan Jennison, Community:** Noise monitor / Support staff / Meeting process
- **Frank Rivoli, Community:** Consideration of noise study specific to Gladstone Park, Westmeadows and Attwood / Airport Disaster Plan.

5. Reports

Pre-meeting reports from Melbourne Airport, Airservices Australia and the Chair are provided with the agenda pack and reported by exception.

5.1 Work plan: status of actions—Anna Gillett, Melbourne Airport

Anna Gillett provided an update on the status of items listed in the written report.

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

5.2 Noise Abatement Committee—Darrell Treloar, Independent Chair

The Chair circulated a written report (attached with minutes) of the NAC meeting held on Monday 14 November.

This report was **NOTED**.

5.3 Melbourne Airport report—Michael Jarvis, Melbourne Airport

The Melbourne Airport report was tabled (attached with minutes). A late update to the report was that Melbourne Airport had received notice that a legal appeal by the developer for the proposed primary school at 200 Wildwood Road, Oaklands Junction had been rejected by the Victorian Civil and Administrative Tribunal (VCAT). Melbourne Airport, along with 16 other submitters, had opposed the development application.

This report was **NOTED**.

5.4 Airservices Australia report—Alby Goodsell, Airservices Australia

The Airservices Australia Report was tabled (attached with minutes).

This report was **NOTED**.

5.5 Chair's report—Darrell Treloar, Independent Chair

The Chair's report was tabled (attached with minutes). Discussion focused on the draft recruitment procedure with a proposal by Susan Jennison and Frank Rivoli that a community representative form part of the selection panel.

The proposal was discussed and determined that it be put to a vote of members. Members voted to **ADOPT** the draft recruitment procedure as presented.

Members also **RESOLVED** that:

- Mr Atmaca be thanked for his service to the CACG over the past five years.
- The nomination of Councillor Jack Medcraft to the CACG by the Australian Mayoral Aviation Council be noted.
- The nomination of Barry Petrus as a proxy for Henry Bezuidenhout be noted.
- The process to recruit up to three new community members be commenced in accordance with the CACG Recruitment Procedure.

- That the meeting program for 2017 and 2018 be approved.

6 Aircraft Noise Abatement: Discussion—facilitated by Darrell Treloar, Independent Chair

A workshop-style discussion was held to consider the learnings from presentations received by the CACG at its May and August meetings on the subject of aircraft noise abatement. The discussion focused on initiatives that can assist people to understand how aircraft noise is managed at Melbourne Airport along with the consideration of any new initiatives.

It was **AGREED** the following recommendations be referred to Melbourne Airport and Airservices Australia for their consideration:

1. That national and international experience with noise abatement is investigated to identify lessons that could be applied at Melbourne Airport with a view to minimising the negative impact of noise on communities living adjacent to the airport.
2. That the Technical Noise and Environment Working Group be asked to consider if any improvements can be made to lessen the noise impact of departing aircraft, as experienced by residents living south of Runway 16, particularly at night.
3. That more be done to promote the existence and application of noise abatement procedures at Melbourne Airport, including the availability of online tools to assist residents to understand what is happening and why.
4. That the application of noise abatement procedures at Melbourne Airport be routinely monitored to assess compliance and demonstrate their effectiveness. This may require development of monitoring systems and/or the reporting format.

ACTION: The Chair to write to Melbourne Airport and Airservices Australia and request that consideration be given to the recommendations.

7 Presentation: Runway Development Program Health Impact Assessment—Robert Quigley, Director, Quigley and Watts

A presentation was given to the CACG by Robert Quigley, a public health specialist and the lead consultant for the RDP Health Impact Assessment. The presentation (attached with the minutes) outlined the scope of the assessment, which includes:

- potential noise effects on health (e.g. sleep disturbance, cognitive ability)
- potential air quality effects on health (e.g. hospital admissions, cancer risks)
- potential employment effects on health
- identifying the potential effects and how they might be further avoided, mitigated and/or monitored.

Mr Quigley noted that the Health Impact Assessment would consider both the positive and negative impacts of the RDP on the community, and highlighted employment as a determinant to positive health and wellbeing.

Findings of the Health Impact Assessment will be published to the Melbourne Airport website, as with the other RDP studies.

8 Review of CACG meeting trial

The CACG meeting trial format was discussed. In addition to retaining practices such as reporting by exception and the current two-meeting format, discussion focused on how to better engage the public at the open meeting. David O'Connor suggested a 'listening post' style format be considered, which prioritises 1:1 interaction with the public as opposed to the current structured format. In the end, the following was **ADOPTED**:

- To formalise the CACG meeting format to include both a pre-meeting of members and a public meeting.
- That the following pre-meeting reports continue to be provided as written reports and reported by exception:
 - Melbourne Airport report.
 - Airservices Australia report.
 - Chair report.
- That Melbourne Airport continues to provide a Powerpoint-style report to the CACG open meeting.
- That information presented to the open meeting be targeted towards the audience as far as is possible.
- That the CACG surveys members of the public who have attended meetings for their opinion on what they like / do not like about the CACG.

9 Other business

9.1 Noise monitor / Support staff / Meeting process—Susan Jennison, Community:

Susan Jennison addressed matters arising from the August meeting, including minutes related to discussion on the Keilor Noise Monitor, attendance of unannounced support staff and comments pertaining to the raising of matters. The Chair explained that not announcing the presence of support staff was an oversight and that all members were free to raise matters as they wished.

Regarding comments that were not attributed to Susan in the minutes, the Chair explained that it was common practice to record all decisions / actions in the minutes—there was no action in that part of the meeting being referred to, and as such was not recorded.

The Chair then invited discussion on the minutes. Concern was subsequently expressed by some members that the minutes not be published in draft form to the CACG website until they could be fully considered at the next meeting. The concern related to potential items of contention, including minutes attributed to members, which may lead to readers of the minutes forming a view they were the endorsed minutes of the CACG as a whole.

The Chair explained that historically minutes of the CACG had been published in draft form to the CACG website, usually a fortnight after the meeting. They would then be confirmed at the following meeting, subject to any amendments, which would be noted in the confirmed minutes. Publishing in draft form soon after the meeting was considered good practice as it encouraged openness and transparency as to the workings of the CACG.

Anna Gillett, Melbourne Airport, emphasised that any decision to defer publishing the minutes until the next meeting was entirely the call of the CACG and not a decision of Melbourne Airport.

The Chair put the proposal to defer publishing to a vote of members with the following being **ADOPTED**:

- That minutes to both the CACG pre-meeting and open meeting be published to the CACG website only after they have been confirmed by members at the next quarterly meeting.

9.2 Request that Melbourne Airport undertake a separate and detailed noise assessment specific to Gladstone Park, Westmeadows and Attwood ahead of the studies for the third runway being completed—Frank Rivoli, Community

Frank Rivoli requested that subject to the RDP noise study being completed that Melbourne Airport undertake a separate detailed noise impact assessment specifically for the suburbs of Gladstone Park, Westmeadows and Attwood.

Anna Gillett, Melbourne Airport, explained that work on the aircraft noise study has commenced and would consider the impacts to local communities such as Westmeadows and Gladstone Park. It was reiterated that findings from this study, along with the health study and other studies, would be made available to the community and that there would be opportunities for the community to engage with the airport on the study findings before the draft RDP MDP is available. This way, community members will have a good sense of what is in the draft MDP at the time of the formal public comment period.

9.3 Request that the CACG be provided a copy of the Airport Disaster Plan—Frank Rivoli, Community

Frank Rivoli requested if the Airport Disaster Plan could be circulated to members for discussion so as to get a better understanding of airport emergency management arrangements, particularly in light of recent safety concerns.

Anna Gillett, Melbourne Airport, highlighted that the airport had comprehensive and complex emergency management planning arrangements, including close working relationships with a range of Federal and State emergency management agencies. Melbourne Airport's emergency planning also contained sensitive elements and was not appropriate for public release.

The Chair noted Frank's interest in this area and it was **AGREED** that a representative from Melbourne Airport's emergency management team be invited to a future CACG meeting to outline the airport's disaster planning arrangements.

ACTION: The Chair to liaise with Melbourne Airport regarding a presentation on disaster planning arrangements to a future meeting of the CACG.

9.4 Query regarding hacking of Airservices' radio transmissions

Susan Jennison queried if safety was compromised as a result of reports of an anonymous person hacking into air traffic radio communications at Melbourne Airport.

Alby Goodsell, Airservices Australia, explained that from a safety point of view, there was no risk to the airport, airlines or residents. Airservices has detailed procedures to manage such incidents and these were followed by air traffic controllers and airlines.

Postscript: Australian Federal Police arrested and charged a man in connection with the alleged hacking.

Meeting closed at 6.20pm.

Next meeting: to be held on Tuesday 21 February 2017 4pm–6pm at the Diggers Rest Community Hall, Diggers Rest Recreation Reserve, Plumpton Road, Diggers Rest.

Community Aviation Consultation Group: Action Items Report, November 2016

Mtg	Subject	Lead	Status	Action
2011 Work Plan	4 Warehouse Major Development Plans.	Melbourne Airport	The MDP for Warehouse 1, a 100,000sqm site on Link Road, was approved by the Minister for Infrastructure and Transport on 23 August. A draft MDP is currently being developed for warehouse site 2. MDPs for sites 3 and 4 will be considered at a later time.	Melbourne Airport to keep CACG informed of progress on sites 2, 3, and 4.
17 Feb 15	Update on findings of the Federal Government's review into CACG consultation processes.	DIRD	Completed - Findings summarized in Chair's report to November 2016 meeting.	
19 May 2015	CALD community engagement on the RDP.	Melbourne Airport	Melbourne Airport considering several CALD community engagement options.	RDP CALD community engagement to be discussed at a future CACG meeting.
17 Nov 2015	Trial of new meeting format	Chair	Completed - Review undertaken. CACG agreed to retain pre-meeting and public meeting and formalised reporting by exception.	
17 Nov 2015	Priorities listed in the CACG work program to be addressed at future meetings.	Chair	<ul style="list-style-type: none"> Recommendations regarding noise abatement procedures developed for referral to Melbourne Airport and Airservices. Runway Development Program currently being addressed. <p>The CACG was briefed on the RDP health study at the November 2016 meeting.</p>	<p>The following are listed for future attention:</p> <ul style="list-style-type: none"> Community health Curfews and noise sharing Inappropriate development Ground transport.

Mtg	Subject	Lead	Status	Action
17 Nov 2015	Consideration of changes to the CACG Terms of Reference.	Chair	Federal Government's response to the Orima review has now been released.	Review ToR and consider changes in 2017.
16 Feb 2016	Victorian government safeguarding measures.	DELWP		A more detailed presentation on Victorian Government safeguarding measures will be included in the future CACG consideration of 'inappropriate development'.
17 May 2016	CACG to extend invitation to RMIT planning expert, Professor Michael Buxton, to speak at a future pre-meeting when 'curfews and noise sharing' are listed on the agenda.	Chair		Invitation to be extended —date and time to be determined.
16 August 2016	Make available at each meeting the CACG Terms of Reference and CACG Guidelines.	Melbourne Airport	Completed - Available at information stand as of November 2016 CACG meeting.	
16 August 2016	Development of draft recruitment procedure for the recruitment of new CACG community members.	Chair	Completed - Draft recruitment procedure adopted by the CACG at the November meeting.	
16 August 2016	Request to be made to the office of Lily D'Ambrosio MP, Mill Park MLA, for the speech notes from the Terminal 4 opening.	Melbourne Airport	Completed - Speech notes circulated to members at November meeting.	

Mtg	Subject	Lead	Status	Action
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	Letter from Chair sent to Public Transport Victoria seeking advice on any plans to extend 901 Smartbus service to Sunbury.	Consider proposal when response from PTV is received.
15 Nov 2016	Presentation on Melbourne Airport's disaster planning arrangements	Chair	.	Invite Melbourne Airport Emergency Management team member to present on airport disaster planning arrangements.
15 Nov 2016	Survey CACG public meeting attendees	Melbourne Airport		Conduct phone survey of people from the community who have attended CACG meetings for their opinion on what they like / do not like about the CACG.