

## MELBOURNE AIRPORT



### COMMUNITY AVIATION CONSULTATION GROUP (CACG)

Pre-meeting minutes — Tuesday 21 November 2017, 4pm–6.00pm

Jack McKenzie Community Centre, 1 Green Street Bulla

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#### 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
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)
Petrus Barry	Local government officer, Moonee Valley City Council
Steve Finlay	Local government officer, Melton City Council (proxy for Bob Baggio)

##### Apologies:

Michael Sharp	Australian Mayoral Aviation Council
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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

Natalie McGlone	Melbourne Airport
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## **1. Welcome and introduction**

The Chair welcomed everyone to the meeting and acknowledged that Steve Finlay, Council Officer from Melton City Council was attending the meeting as proxy for Bob Baggio

## **2. Apologies**

It was noted that Michael Sharp was an apology at the meeting.

## **3. Confirmation of August minutes**

The Chair referred to the minutes from the CACG pre-meeting at the Gladstone Park Community Centre on 15 August 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 were listed for discussion as part of 'Other Business' including:

- Frank Rivoli – Suggestion to install signage around Melbourne Airport to engage the wider community in the Runway Development Program
- David O'Connor – Planning proposal for a new caravan park in Diggers Rest
- Fred Ackerman – Future planning of the Community Aviation Consultation Group
- Jack Medcraft – Proposal to extend the Smart Bus to Sunbury. This proposal was raised at a recent meeting of Hume City Council
- Susan Jennison – Requests for information about the proposed warehouse development and hotel development

## **5. Reports**

Pre-meeting reports are provided with the agenda pack and taken as read.

### **5.1 Work plan status of actions**

The work plan status of actions was reviewed and no items were identified for attention.

It was noted that the CACG Christmas Lunch will be held on Tuesday 5 December 2017 from 12.30pm – 2.30pm at Airo Restaurant, Parkroyal Hotel Melbourne Airport, Arrival Drive Tullamarine. Please RSVP to Natalie by phone (9297 1597) or email ([natalie.mcglone@melair.com.au](mailto:natalie.mcglone@melair.com.au)). Complimentary car parking will be provided for all attendees.

### **5.2 Noise Abatement Committee update – Darrell Treloar, Independent Chair**

The Chair provided an overview of items raised at Melbourne Airport's Noise Abatement Committee (NAC) meeting held on Monday 20 November 2017 as follows:

- The aircraft noise complaint data for the Q3 2017 was presented and discussed. It was noted that some changes have been made to the way data is recorded, with a category of 'not noise related' being introduced and all night movements being shown as such rather than only those within defined hours. Complaints were received from 37 complainants, much the same level as the previous quarter (35). 54% related to arrivals on Runway 34 while 24 % related to arrivals on Runway 27. It was suggested runway works may have led to some of the complaints. No ground based noise complaints were received.
- Preferred flight paths for the 3 runway configuration have now been developed and the study team will move to the next stage of determining ANEF contours for the new master plan. It is expected the preliminary draft master plan will be exhibited in mid-2018, around the same time the RDP MDP is exhibited.
- The noise complaint data workshop held on 16 October (see above) was discussed and it was noted Ruth Jost of Airservices NCIS will be invited to attend the February 2018 NAC meeting. This was an item referred to the NAC by the CACG.

#### **5.2.1 Complaints Data Workshop, 16 October 2017**

- A workshop was held to explore community concerns regarding changes made to the way noise complaints are recorded and reported by Airservices Noise Complaints and Information Service (NCIS) and consider possible improvements. It was attended by officers from Melbourne Airport, NCIS, the ANO, Brimbank City Council and the CACG Chair.
- Current practices were described by the NCIS. When a complaint is received, it is logged in a case file and assigned an 'issue descriptor' from a list of standard descriptions used across all airports. It is then allocated a 'case classification', again from a standard list. For example, a person making contact regarding an 'unusual movement' (the *issue*) may be referring to a 'weather diversion', 'traffic management', radar departure', 'direct tracking' or 'missed approach' (the *case classification*). If a complainant contacts the NCIS again regarding the initial contact or about a further incident regarding the same issue, this further contact is also recorded in the case file. If a complainant raises multiple issues during a contact, separate case files may be opened for each issue and case classification. If a complainant raises a new issue on a separate occasion, a new case file will be opened. The periodic reports prepared and published by Airservices relate to the number of case files that were active (ie created or a further contact made with NCIS) during the reporting period. This approach is considered to be the most useful as it reports activity during the period and ensures the data is not skewed as a consequence of anyone exploiting the system. It also provides the NCIS with a tool for efficiently managing their workload and best serving the community.
- Opportunities to enhance the current reports were discussed and the Brimbank officers were invited to suggest improvements that could be considered. Examples of reports used by other jurisdictions were also examined, however, they did not offer improvements that would add value to the current arrangement. In addition, the workshop proposed Airservices

consider ways in which the current process can be better explained to the community with a view to enhancing community confidence in the reports and the NCIS.

- It was agreed the matter be listed for further discussion by the NAC, so as to involve officers from other councils, and that the NCIS make a presentation on the subject to the NAC when available to do so.

### 5.3(a) Melbourne Airport Quarterly Report – Jai McDermott

Jai McDermott, Melbourne Airport's Executive Corporate and Public Affairs provided the following updates from Melbourne Airport:

- Melbourne Airport launched a new engagement website to keep communities informed about projects ([my.melbourneairport.com](http://my.melbourneairport.com)). Visitors to the website can view project information, submit questions and subscribe for updates.
- Melbourne Airport is preparing a Master Plan to guide the future planning and development of the Airport over the next 20 years. The Airports Act 1996 requires that all major airports prepare a Master Plan every 5 years to guide future development and operations. The new Master Plan will cover topics including ground transport and infrastructure planning, noise and environmental management and will be formally exhibited for public feedback in mid-2018.
- Planning is continuing for the third Melbourne Airport runway. A number of technical studies are underway and will be released in early 2018. Studies for completion focus on the following topics:
  - Surface water and erosion
  - Economic impact
  - Soils, groundwater and waste
  - Surface transport
  - Land use planning
  - Ground based noise and vibration
  - Air quality
  - Greenhouse gas emissions
  - Airspace architecture
  - Aircraft noise and vibration
  - Health impacts
  - Social impacts
- Melbourne Airport is taking an active role in advocating for a rail link that connects Melbourne Airport with Melbourne's CBD.

- Melbourne Airport welcomed UBER to its terminals in August 2017. The service offers an alternative travel option for passengers and visitors and has been well received since it was introduced.
- Planning is continuing to introduce a new hotel development to Melbourne Airport near Terminal 4. The proposed hotel will include 460 rooms and attract regional, business and overseas travellers looking for accommodation near the airport. Melbourne Airport has sought preliminary comment about the proposed hotel development with stakeholders including the Department of Infrastructure and Regional Development (DOIRD), the Civil Aviation Safety Authority (CASA), the Department of Environment, Land, Water and Planning (DELWP), Hume City Council officers and stakeholders in the aviation community.

### 5.3(b) Planning matters – Michael Jarvis

- The following live planning matters were discussed by Michael Jarvis, Executive Planning:
  - 38-50 Warragul Street, Dallas: Primary school site. Proposal to increase the capacity of the school from 600 to 800 students. A notice of decision was handed down by Hume City Council on 16 October 2017. Melbourne Airport lodged a Section 82 appeal to VCAT objecting to the proposal on the basis that the school may be adversely affected by aircraft noise in future and should not accommodate additional students.
  - 13-15 Diggers Rest. This site is 44 hectares and zoned General Residential, but restricted by a Section 173 agreement which sets the minimum lot size of 0.2 hectares. A live planning application seeks to remove the lot size restriction in order to subdivide the site. Melbourne Airport lodged an objection to the proposal on 5 October on the basis of anticipated future noise impacts for Diggers Rest. The application has yet to be considered by Council.
  - 1434 Calder Highway Diggers Rest: Preliminary proposal for a caravan park. Melbourne Airport has advised of the unsuitability of land use and inability to enforce noise attenuation requirements.

### 5.3(c) Airport environmental assessment – Linc Horton

Linc Horton, Melbourne Airport's Executive Property shared information about an environmental assessment taking place at Melbourne Airport. As part of the airport's federal lease requirements Melbourne Airport is identifying, understanding and reporting about contamination on site. PFAS (per-and poly-fluoroalkyl substances) have been identified at Melbourne Airport and investigations

are currently underway to identify how it can best be managed. PFAS has similarly been identified at other airports across Australia.

PFAS refers to manufactured chemicals that have been used widely in Australia for more than 50 years in fire-fighting foams as well as common household products including cosmetics, cookware, fabrics, food packaging, pesticides and stain repellents. PFAS are widely distributed in urban environments throughout Melbourne and across the world and are being progressively phased out due to concerns about their persistence and bioaccumulation in the environment.

Melbourne Airport is undertaking investigations across the site to determine the extent of PFAS and to plan for its ongoing management as part of airport operations. Other airports across Australia are reported to be undertaking similar work. Environmental risk assessments undertaken to date in liaison with water authorities have suggested that PFAS at the airport will not have any impact on Melbourne's drinking water catchments. Regular updates about the airport's continuing investigations will be provided at quarterly meetings of the CACG.

#### 5.4 Airservices Australia report – Neil Hall.

Neil Hall, Community Engagement Specialist at Airservices Australia, provided an update in relation to Smart Tracking for Runway 16 at Melbourne Airport. Smart Tracking is aircraft navigation technology that uses satellite-assisted guidance to enable aircraft to fly with accuracy. Between July and October 2017 approximately 1% of all jet arrivals used Smart Tracking. The Technical Noise Working Group is looking at how this technology may be better utilised.

It was noted that over the past 12 months Airservices Australia has received 119 complaints in relation to noise from residents in the following suburbs: Keilor Park, Sunbury, Kew, Keilor, Thomastown, Airport West, Gisborne South and Avondale Heights.

#### 5.5 Chairman's report – Darrell Treloar, Independent Chair

The following points were noted by the Chair:

- **Melbourne Airport Staff Changes**  
Kathryn Hodges joined Melbourne Airport in the role of Head of [Government](#) and Stakeholder Engagement in early September. Kathryn has formal qualifications in Arts/Law and a background in politics and corporate affairs.
- **CACG Chairs' Forum**  
The CACG Chairs' Forum was held in Canberra on 17-18 October 2017. In addition to having an opportunity to speak with officers of the Department of Infrastructure and Regional Development and other CACG chairs from across Australia, the program comprised a number of presentations on contemporary airport topics. These included environmental management, fire safety, remotely piloted aviation systems (drones), aviation security, stakeholder engagement, National Airports Safeguarding Framework (NASF), and Airports Act regulation sun setting. In addition presentations were made by Western Sydney Airport, Adelaide Airport, Sydney Metro Airports and Wellcamp Airport.

Some of the items noted from the sessions were:

- Development approvals, finance and the developer (Western Sydney Airport Corporation) are now in place for construction of the Western Sydney Airport (WSA) which is due to open in 2026. The airport has been discussed since 1946 and the land was acquired in 1986. The airport will comprise two runways and will not have a curfew. A Forum on WSA, comprising 22 members, has been established to enhance stakeholder engagement during the development phase and will transition to a CACG once the airport opens. A rail study for the airport is being prepared in partnership with the NSW Government and is expected to be available by the end of 2017. This future development may have implications for Melbourne Airport's planning and operations.
- Regulations governing the use of drones were introduced by CASA in 2001, however, they relate to the operation of units having a weight greater than 2 kg and the operation of drones around airports. Smaller drones such as those typically operated in the community are not covered but privacy and security legislation do apply to their use. Interestingly, it was reported that 1.2 million drones were given as Christmas presents in the USA last year.
- New regulations for aviation security were approved on 16 October 2017. Elements relate to screening of workers, accreditation of screening officers and enhanced checks to get security ID cards. The proposed Department of Home Affairs will bring together seven agencies from the Attorney-General's Department, including the Australian Federal Police (AFP) and Australian Security Intelligence Organisation (ASIO); the Australian Border Force and Department of Immigration and Border Protection; and the Office of Transport Security from the Department of Infrastructure and Regional Development.

## **6 Security incident reporting – Travis Jones**

Travis Jones the Head of Security provided the CACG with some information about current practices of security and incident reporting at Melbourne Airport including response to criminality and terrorism. Recent legislation was passed strengthening airport security that will see additional security treatments being established within the airside of Australian airports. Melbourne Airport will be implementing its upgraded security plans in early 2018 in line with government approved timelines.

## **7 CACG workload, meeting processes and membership**

CACG secretariat Natalie McGlone presented on possible options for improving the effectiveness of CACG meeting processes. The following was agreed to by the group on a 12 month trial basis:

- A CACG Working Meeting be held in lieu of the Strategy Day in early 2018 to address significant items.
- Further CACG Working Meetings may be required during 2018 to cover detail of projects.

- CACG quarterly pre-meetings be held for up to 3 hours, with flexibility depending on the content of the agenda and presentations.
- The CACG Open Meeting be reformatted as a Melbourne Airport Community Forum and scheduled on a separate date to the CACG Meeting, aligned to Melbourne Airport's consultation program. This will enable engagement to happen around key milestones in Melbourne Airport's projects. CACG members will be invited to provide advice in relation to open meetings and attend sessions.
- Melbourne Airport present its consultation program for the Master Plan and Runway Development Program, including details of when public meetings will occur and what they will comprise in early 2018 and seek feedback.

Melbourne Airport acknowledged the time commitment of CACG community members and agreed to consider options to cover the costs of travel and time.

The group agreed that it was important for CACG to continue to play a leading role in engaging the community broadly in Melbourne Airport projects.

Concerns were raised by a number of members with regard to ensuring that a broad range of community members be engaged in the activities of the airport.

It was agreed that consideration of Reports 6.1 and 6.2 (CACG meeting processes and membership) be deferred and discussed at either the working day its next quarterly meeting.

## **8. Other business**

- Frank Rivoli – Suggestion to install signage around Melbourne Airport to engage the wider community in the Runway Development Program.

Melbourne Airport agreed to consider this proposal within the context of its overall engagement strategy for 2018. Melbourne Airport's Engagement Strategy for the Master Plan and Runway Development Program will be presented to CACG for consideration and feedback in early 2018.

- David O'Connor – Planning proposal for a new caravan park in Diggers Rest.

David explained that he recently met with the proponents of a proposal for a caravan park development in Diggers Rest. The group considered the proposal. Melbourne Airport advised that they had objected to the proposal on the basis that the site may be adversely affected by aircraft noise in future years. Information about noise is currently being updated as part of the master planning process and will be finalised in 2018.

- Ground Transport Planning: The presentation to be given by Matthew Stirling, Melbourne Airport was deferred due to insufficient time being available.

The Group agreed the item be rescheduled at a future meeting.

- Future CACG improvements:

The group agreed that they would continue to discuss possible improvements that could be made to CACG at the next meeting.

- Jack Medcraft – Proposal to extend the Smart Bus to Sunbury.

The group agreed that the Chair and Cr Medcraft would discuss this item off-line.

- Airport rail link:

It was agreed that this items was covered under report 5.3

- Susan Jennison – Requests for information about the proposed warehouse development and hotel development.

The group agreed that information about the hotel development had been supplied in the Melbourne Airport Quarterly update. Further information about the proposed warehouse development will be provided in a future meeting. The group workplan has been updated to reflect this and is provided at **Appendix 1**.

- It was noted that a CACG member submitted a number of questions to Melbourne Airport for a response. Responses to these questions will be prepared and provided with the meeting minutes at **Appendix 2**.

## 9. Meeting close

The next quarterly CACG meeting will be held from 3:00pm until 6:00pm on Tuesday 21 November 2017 at Diggers Rest Community Hall, Diggers Rest.