MELBOURNE AIRPORT
COMMUNITY AVIATION CONSULTATION GROUP (CACG)

MEETING MINUTES

Tuesday 20 November 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)
Steve Finlay	Local government officer, Melton City Council (proxy for Bob Baggio)

Apologies:

Michael Sharp	Australian Mayoral Aviation Council
Frank Rivoli	Community representative
Bob Baggio	Melton City Council
Captain Darren Gray	Pilot, Virgin Australia
Petrus Barry	Local government officer, Moonee Valley City Council

Other representatives present

Michael Jarvis	Melbourne Airport
Jai McDermott	Melbourne Airport

Kathryn Hodges	Melbourne Airport
Natalie McGlone	Melbourne Airport
Simon Godsmark	Airservices Australia
Kathryn Kominek	Commonwealth Department of Infrastructure, Regional Development and Cities

1. Welcome and introduction

The Chairperson 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. The Chairperson also acknowledged that Melanie Hearne was no longer working for Melbourne Airport. CACG acknowledged Melanie's contribution to the group over many years.

2. Apologies

Apologies were noted as listed above.

3. Confirmation of November pre-meeting and open meeting minutes

The Chair referred to the minutes from the CACG pre-meeting and open meeting held at Jack McKenzie Community Centre on 20 November 2017. The minutes of the meetings were **AGREED** and **CONFIRMED** by the group.

4. Items of other business

A number of items were raised by the group:

- The group requested information about what Melbourne Airport is currently doing to engage local communities in the Runway Development Program and 2018 Melbourne Airport Master Plan. Natalie advised that local community engagement on these projects has not commenced yet as the airport is currently designing the engagement program for these projects. Community consultation will commence in mid-April and finish in late September. As Melbourne Airport intends to carry out up to 6 months of extensive community engagement, time is required to plan the consultation program.
- The group asked when the noise contour information will become available. The group was advised that the noise contours were still being finalised and that this information would become available in the coming months.
- The group asked about what is happening with the website. Natalie explained that in late 2017 Melbourne Airport refreshed its website including webpages with information about CACG. Natalie acknowledged that she had responsibility for managing the CACG webpage and during the refresh she only uploaded the past 4 years of minutes. CACG members

contacted Natalie requesting that all 7 years of minutes be returned to the page. Natalie took CACG feedback on board and subsequently uploaded all 7 years of minutes to the CACG webpage.

- Natalie showed CACG the My Melbourne Airport website which is active but being refined: my.melbourneairport.com.au. This website complements the Melbourne Airport core website and contains an overview of Melbourne Airport's live consultation projects and project updates. Natalie said that once changes had been made to the site she would circulate the link to CACG for information and feedback.

- The CACG provided feedback on the CACG Working Day held on 14 September. Some members questioned the value of the second half of the Working Day and stated it was different to what they had expected. Melbourne Airport commented that the session on Environmental Management at Melbourne Airport was important to provide context for future discussions with CACG about the Runway Development Program. Melbourne Airport also commented that the session on the Master Plan Engagement Strategy was intended to be high level: allowing members to meet the consultants engaged to deliver community engagement services; understand Melbourne Airport's principles for engagement, discuss the engagement needs of local communities, and find out about engagement activities that will be undertaken. It was not the purpose of the session to present the engagement program for the 2018 Melbourne Airport Master Plan as this is still being developed. Melbourne Airport acknowledged that this session did not meet CACG's expectations, and at future sessions Melbourne Airport will be clearer about the purpose of sessions delivered to CACG.

Action: Natalie to circulate the my.melbourneairport.com website to CACG members for information and feedback prior to the next CACG meeting.

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 at the CACG Working Day. Natalie suggested that a further Working Day be held to explore the Runway Development Program in depth.
- Darrell noted that the action item relating to the warehouses could be removed from the work plan and that if Melbourne Airport were to undertake a Major Development Plan for this site, CACG should be informed of this and relevant presentations held.
- With respect to the action item concerning the extension of the Smart bus to Sunbury, Darrell advised that he had been in contact with Public Transport Victoria and the Victorian Ombudsman and was yet to hear back. Kathryn Hodges said that she has regular meetings with government and offered to pursue this matter.

Action: Darrell to provide copy of PTV correspondence to Kathryn.

5.2 Melbourne Airport Quarterly Report – Jai McDermott

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

- **Aviation update:** Over the past quarter Melbourne Airport delivered initiatives and experienced significant growth challenges. Highlights include:
  - On 23 December 2018 Melbourne Airport experienced its busiest day on record in Terminal 2 (departures and arrivals) with 38,716 international travellers passing through the terminal.
  - Terminal 2 also experienced a record number of passengers in 2017 with over 10 million visitors travellers passing through the terminal in the calendar year.
  - Three new airline routes were launched including Air Canada's seasonal service to Vancouver, Jetstar's non-stop flight to Zhengzhou and Xiamen Airlines non-stop service to Hangzhou.
  - Terminal 2 launched its new luxury retail precinct and a new temporary pop-up bar was opened called T3 ½.

- **Runway Development Program:** The draft Major Development Plan (MDP) for the Runway Development Program (RDP) is progressing. At a future CACG Working Day, key study findings from the airspace, noise and health chapters will be presented to the CACG, ahead of releasing this information to the community. At this meeting, we will also provide details of the pre-exhibition community engagement phase for the MDP as well as our plans for the formal public exhibition period, which is expected to commence in July until September 2018.

- **2018 Melbourne Airport Master Plan:** Between April and August this year Melbourne Airport will run two phases of consultation with communities and stakeholders to develop the 2018 Melbourne Airport Master Plan. Phase one consultation will take place between mid-April and May 2018. Formal exhibition of the Master Plan will occur between 1 June and 24 August.

- **Proposed hotel development:** A Preliminary Draft Major Development Plan (MDP) for a proposed new airport hotel development is on exhibition for public feedback for 60 days from Thursday 14 December 2017 until Monday 19 March 2018. The proposed hotel is to be located near Terminal 4 at Melbourne Airport including 464 rooms to accommodate a growing number of visitors to the airport. The proposal seeks to turn an underutilised, accessible and high quality urban site into a space that will bring economic and social benefit to the region through improved accommodation choice, competitive pricing and employment opportunities.

  If approved, the proposed hotel will be built over a period of two years, commencing in 2018. The Preliminary Draft Major Development Plan for the proposed hotel is available online and members of the public are invited to make submissions up until 5.00pm on Monday 19 March 2018.

  The role of Melbourne Airport in relation to on-airport development and its participation in external planning processes was also discussed and it was suggested that Melbourne Airport

could prepare a statement to explain how it makes planning decisions and participates in external processes.

Action: Natalie to follow up and prepare a statement or explanation to CACG about Melbourne Airport's planning approach.

- **URBNSURF Wave Park development:** On Thursday 8 February Melbourne Airport hosted an information session with local communities near Watson Street in Tullamarine to brief them on the planned URBNSURF Wave Park project. Over 50 local residents attended the Information Session, providing mostly positive feedback about the proposal. A few issues were raised by residents mainly in relation to possible amenity impacts of the project.

  URBNSURF Wave Park is a development project planned for the site at 6 Watson Street in Tullamarine that will provide a unique leisure and recreation facility including a surf lagoon and cove that generates continuous waves in a safe, controlled environment for surfers from beginner level to advanced level. The Wave Park development will include retail space and other uses. A range of community programs are proposed to be coordinated from the site. The development will be in accordance with Australian Standards and relevant environmental regulations.

  A Major Development Plan (MDP) is not required for this project.

  In 2017 the developers at the site changed the design plan for the site to enable the use of advanced technologies for generating waves in the lagoon at the site. The revised design plan seeks to reduce the overall footprint of the site to provide a smaller, more efficient layout, and move noise generating activities at the site further away from local residences.

  Construction of the URBNSURF Wave Park will commence this year.

  The group asked about how car parking will be managed at the site of the surf park. Jai advised that 182 car spaces have been incorporated into the design of the site. A consultant assessment has confirmed that this number of car parking spaces will be capable of accommodating the peak demand of the site. Further information on this project is available on the My Melbourne Airport website.

5.3 Noise Abatement Committee update – Darrell Treloar, Independent Chairperson

The Chairperson provided an overview of items raised at Melbourne Airport's Noise Abatement Committee (NAC) meeting held on Monday 19 February 2018 as follows:

- Ruth Jost, Manager Noise Information and Complaints Service (NCIS), Airservices Australia gave an excellent presentation on complaint handling by NCIS. This was in response to the CACG referring complaint handling to the NAC with a request that the processes employed be reviewed. An initial workshop was held in October 2017, where international and Australian practices were examined, and Ms Jost's presentation yesterday completed the review. Ms Jost has agreed to deliver the presentation to CACG at its May meeting.

- The NCIS recorded 43 active noise complaint cases during the October - December 2017 quarter, of which 16 (37%) related to Rwy 16 Departures, 11 (26%) related to Rwy 34 Arrivals and 10 (23%) related to multiple runway directions. 76% of all cases related to standard flight path movements. An analysis by municipalities showed 40% of the active cases were from residents of Brimbank City Council. It is anticipated a more complete report on noise complaints will be provide as part of the Airservices Australia update at the meeting.

- Melbourne Airport reported that a panel hearing is to be held in relation to a proposal to rezone land (Hume Planning Scheme Amendment C205) east of Mickleham Road and that they will seek to have a Section 173 Agreement, notifying future residents of aircraft activity, attached to the titles for the new lots when created. This triggered a lengthy discussion regarding airport safeguarding and it was very apparent that awareness of the importance of this issue is increasing.

- Melton City Council advised the application to amend an existing Section 173 Agreement applying to land at Diggers Rest and requiring 2,000 sq.m minimum lot sizes, to allow normal density residential development, was withdrawn by the applicant following council officer advice. This is the application that was mentioned in discussion at the CACG working day held on 14 February. Melton City Council also advised an application to redevelop the site of the former Diggers Rest Hotel (destroyed by fire) to create a restaurant, function centre and associated accommodation has been received.

- Melbourne Airport intends to brief members of the NAC at its next meeting about the engagement program for the Preliminary Draft 2018 Melbourne Airport Master Plan and Runway Development Plan Major Development Plan.

   The point was made that it is hard to get information from Airservices about Runway 27. Information is not available and this has been going on for years. Simon from Airservices acknowledged this point and expressed willingness to follow up any concerns.

   Action: Darrell and Natalie to organise for Ruth Jost from Airservices to attend the May CACG meeting and brief members about the NCIS complaint service

5.4   Chairperson's report

- **Melbourne Airport hotel Development MDP**
  The Chairperson reported on a review of the Preliminary Draft Master Plan for the proposed hotel development and recommended that the CACG advises Melbourne Airport it has no objection to the Hotel Development MDP being approved.

  CACG members agreed that they had no objection to the Major Development Plan for the hotel and that Melbourne Airport be advised of this.

  Action: Darrell to advise Melbourne Airport of the CACG decision.

- **CACG Working Day, 14 February 2018**
  The CACG held a working day last week and discussed the following matters:

  a. Curfews, noise sharing and airport safeguarding
  b. Melbourne Airport environmental management
  c. Melbourne Airport community engagement strategy for the 2018 master plan rollover

  The latter two were principally information sessions with members being invited to provide input regarding the community engagement strategy. Broad timings for the master plan were advised as being:

  - Pre-exhibition   Mid-April - May 2018
  - Public exhibition   1 June – 24 August 2018
  - Submission to Minister   Late 2018
  - Approval or refusal   February/March 2019

  It is anticipated the detailed engagement plan will be available ahead of the next CACG meeting.

  No further action is required in relation to these two matters at this time.

  The CACG Working Day morning was devoted to curfews, noise sharing, planning and safeguarding and excellent presentations were provided by:

  - Russell McArthur, Director Aircraft Operations - Commonwealth Department of Infrastructure, Regional Development and Cities;
  - David Kirkland, Manager State Significant Projects - Victorian Department of Environment, Land, Water and Planning;
  - Professor Michael Buxton, Professor of Environment - School of Global, Urban and Social Studies, RMIT University; and
  - Michael Jarvis and Kathryn Hodges - Melbourne Airport.

  Members gained an understanding of the meaning of, justification for and use of curfews and noise sharing. They were also made aware of the use of town planning controls and noise abatement procedures as tools for airport safeguarding. Finally they were given an assessment which highlighted the ineffectiveness of those tools in the past, in relation to minimising noise impacts on communities and safeguarding future 24/7 operation of the airport.

  It was clear that while some in the local community are distressed by aircraft noise, the Commonwealth Government, Victorian Government, Melbourne Airport and the wider metropolitan community are opposed to the introduction of a curfew.

  It was recognised that town planning controls and the use of noise abatement procedures will only be effective if:

- the inappropriate development of land impacted by aircraft noise for residential purposes is stopped by preventing further re-zonings in affected areas; and
- a restriction is placed on increasing the density within existing residential areas which are or will be affected by aircraft noise.

The Chairperson noted the following possible actions identified by members at the Working Day and invited further consideration by the CACG:

a. Establish an understanding of the situation at other airports and what other CACGs are doing in relation to airport safeguarding
b. Advocate for a review of the Melbourne Airport Environs Strategy
c. Advocate for:
- the Melbourne Airport Overlays in the relevant planning schemes to be updated; and
- ensuring compliance with the Overlays

The possible actions were briefly discussed and no additions or changes were suggested by the CACG. It was agreed that the three actions be adopted.

Action: Darrell to
- **Contact Chairs of other CACGs and enquire regarding the situation at other airports and what their CACGs are doing in relation to airport safeguarding**
- **Write to the Minister for Planning and ask that the following be done at the earliest opportunity:**
  - **Melbourne Airport Environs Strategy be reviewed**
  - **Melbourne Airport Environs Overlay in the relevant Victorian Planning schemes be updated and**
  - **Further steps be taken to ensure compliance with the Melbourne Airport Environs Overlays**

6. Presentations
6.1 Ground Transport Planning – Matt Stirling, Melbourne Airport

Matt Stirling provided the CACG with a presentation looking at measures for current and future road management at Melbourne Airport. Matt described the projected increase in vehicle use at Melbourne Airport and projects underway to manage heavy traffic. Projects include a range of road improvement projects, dynamic lane allocation and digital signage to help vehicles effectively navigate airport roads. Matt emphasised that Melbourne Airport is in need of a rail link to provide a range of transport options that will help manage future growth.

The point was made that recirculation of vehicle traffic is a problem at Melbourne Airport and that better signage is required particularly in areas leading to Sunbury.

A further point was raised that Melbourne Airport needs to apply greater pressure to VicRoads to manage some of the issues around traffic and signage on VicRoads roads near the airport.

A point was raised about how rental cars and Uber vehicles are managed. Matt advised that new signage would be installed around the airport in April to provide greater guidance for use of the airport by rental vehicles. Matt mentioned that Uber vehicles are difficult to identify but that the airport has provided a designated lane for Uber.

CACG members noted that there are significant areas of conflict between vehicles and pedestrians at Melbourne Airport. The question was asked if it could be possible for pedestrians to enter terminals at another level to vehicles. Matt advised that this matter could be considered.

The point was made that pedestrians are less well managed compared to vehicles at Melbourne Airport. There is a lack of travellators at Melbourne Airport making it difficult for older people and people with disabilities to move around the terminals. This point was noted and Melbourne Airport staff suggested that the option for travellators could be considered.

Action: Natalie to follow up with relevant Melbourne Airport staff to investigate opportunities for improving the pedestrian experience of Melbourne Airport, and report back to the group at its next meeting.

Action: Natalie to meet with VicRoads about issues raised by CACG and provide feedback at the next CACG meeting.

6.2 Airport disaster planning – Travis Jones, Melbourne Airport

Travis Jones from Melbourne Airport presented to the CACG in relation to the airport's comprehensive approach to disaster management. Travis explained that Melbourne Airport plays a coordination and support role in disaster management but that in different scenarios different emergency services take responsibility for the emergency response. Travis explained that the roles and responsibilities of different authorities and agencies is set out in a Guidebook (Red Book) for disaster management planning. Travis also presented to the group about training undertaken by Melbourne Airport staff in different areas of disaster management.

CACG members enquired about ambulances, police and doctors onsite. Travis advised that police and ambulance services were based at the airport and that there was a doctor located in Terminal 1.

A question was raised about an Airservices employee who took a gun to work. Travis provided some background and explanation to this situation. Travis pointed out that the employee in question was reported by his peers who had been trained to speak up about security breaches. This prevented a possible disaster from occurring proving that staff training in this area is effective. New inspection legislation has been introduced so that Airside staff is required to inspect other staff including checking for any unauthorised weapons.

6.3 Airservices Australia update – Simon Godsmark, Airservices Australia

Simon from Airservices Australia consulted CACG about a change at Melbourne Airport to implement Smart Path to Runway 34 at Melbourne Airport. Smart Path is an industry requested

change and has significant safety benefits including greater predictability when landing in poor weather. The Smart Path introduction requires 2 changes that are dependent on each other for implementation. The first change is regarding Lowering of Class C airspace and the second is the introduction of the 34 Smart Path arrival.

Smart Path to Runway 34 requires a lowering of airspace south of Melbourne Airport by 500ft to meet the international design standard to intercept the vertical path from at or below the required height.

If CASA approves the lowering of the airspace, light aircraft that currently fly between 500ft and 2500ft will fly between 500ft and 2000ft from 8th November 2018. This proposed airspace change is between Altona South and Station Pier. The proposed change will not result in changes to flight paths or cause areas to be newly overflown by aircraft or to be affected by new aircraft noise. For the proposed altitude change of 500ft there would be approximately a 2dB increase in noise level which is below the normal dB change likely to be heard by the human ear and is unlikely to be perceptible to residents. Residents are not expected to experience any noticeable changes to noise levels however, based on 2016 and 2017 traffic figures, this may result in up to 8 additional aircraft which residents in these areas may notice flying at least 500ft lower as a result of the airspace change.

The proposed introduction of the Smart Path tracking for arrival onto runway 34 for aircraft in controlled airspace will not result in changes to flight paths or cause areas to be newly overflown by aircraft but will result in aircraft flying up to 500ft lower so as to intercept the approach. When runway 34 is in use and dependent on aircraft fitment capability there may be between 30 and 130 aircraft (based on current fitment rates but this will change in the longer term as fleets are upgraded) that will fly the Smart Path arrival.

CACG was invited to provide feedback on this proposal via the Chair by May 2018 (please advise CACG member we need to have feedback closed by 1st May giving 2 months to review and give feedback). Pending submissions and relevant approvals, it is anticipated that this change could be implemented by November 2018. There is additional Fact Sheets available on both the airspace change and the Smart Path arrival available on the website.

The CACG expressed appreciation for being notified early about this proposal.

Simon requested that the CACG submission be made to Airservices via the CACG Chairperson and that noise Information for Melbourne Airport can be found on the Airservices website at:

http://aircraftnoiseinfo.bksv.com/melbourne/

Following this discussion, Simon provided an update to CACG on noise complaints data for the last quarter. 43 noise complaints were received by the Noise Complaints Information Service at Airservices.

The question was asked if there were any plans in place for Keilor to have some respite from aircraft noise. Simon advised that he was not aware of any effort to reduce noise in Keilor at this time but would be willing to take feedback to Airservices about this.

7. CACG business

- The Chairperson referred to the three discussion papers prepared by Melbourne Airport and discussed at the last meeting. He noted that while some decisions were made, there were two items outstanding: the first being community engagement which was addressed at the working day and the second being membership of the CACG. The group noted that Brimbank City Council is considering becoming a member of the Australian Mayoral Aviation Council and that Melbourne Airport could engage Brimbank City Council separately. The CACG decided that given that it has undergone significant change, the group should have no further changes to its membership in the immediate future. The group noted that a review of the CACG will be carried out by Melbourne Airport at the end of 2018.

- The Chairperson also addressed the role of CACG members as some members have requested clarification on this. He explained as follows:
  - Agency representatives are appointed by their respective organisations to contribute specialist input to the CACG and participate in decision making
  - Community members are appointed by the airport, via a delegation to the CACG, to contribute a community view to discussions and decision making. Members contribute from their own experience, including that gained through external relationships, but do not represent a particular group or constituency.
  - While some confusion regarding expectations of community members to communicate with the local and wider community, there is no expectation for this to occur but equally, there is nothing to prevent members talking with those groups and people they have contact with.

- Questions were raised by CACG about the role and purpose of the group going forward now that CACG no longer facilitates community engagement on airport planning matters at a public meeting. Melbourne Airport explained that it will undertake community engagement directly in the future. Melbourne Airport continues to value the role of CACG as an advisory committee that provides advice to the Airport on a broad range of matters including airport planning and operations. Melbourne Airport takes the advice and matters raised by the CACG seriously and will continue to follow up items raised by the group.

- It was stated that the changes of CACG are still of concern to some members. Some members continue to feel that the CACG has a diminished role now that it is not engaging the community on airport planning. This point was noted by all members present.

- Members suggested that they are frequently asked about what is happening at Melbourne Airport and they feel that as CACG members they should be able to respond. This point was noted. Melbourne Airport commented that concerned residents could be directly referred to Melbourne Airport via the community line email or telephone channel for information. Residents are also able to engage with Melbourne Airport via the My Melbourne Airport Website.

- The request was made that an article be put into Gateway showcasing the CACG including its role and past achievements. It was noted that Gateway is distributed to 50,000 households across metropolitan Melbourne.
- CACG members identified the 17 April as a day for a CACG Working Day on the Runway Development Program

Action: Natalie to organise for a CACG article to go into the next edition of Gateway.

Action: Natalie to organise a second CACG Working Day to be held on Tuesday 17 April 2018.

8. Next CACG meeting

The next quarterly CACG meeting will be held on Tuesday 15 May 2018 in the Melbourne Room, Melbourne Airport Management Offices, Level 2, Terminal 2, Melbourne Airport Tullamarine.