

Brisbane Airport Community Airspace Advisory Board (AAB)

Meeting Minutes

DATE	LOCATION		
18 May 2023	Brisbane		
MEETING TITLE		START TIME	END TIME
Brisbane Airport Community Airspace Advisory Board Meeting 01		15.30 AEST	18.00 AEST

Refer to Attachment A within this document for attendees and apologies.

Minutes

Agenda Item 1: Welcome and Acknowledgement of Country

The Chair, Ron Brent, opened the meeting at 15:30 and welcomed members and industry advisors to the inaugural AAB meeting. The Chair acknowledged the traditional Custodians of the land on which Brisbane Airport is located, the Turrbal people, and paid respects to their elders past, present and emerging.

Agenda Item 2: Introductions

The Chair introduced himself to the group and provided a background on his relevant experience, notably as the inaugural Australian Noise Ombudsman from 2010 to 2017. The Chair invited the community representatives and industry advisors to introduce themselves.

Agenda Item 3: Conflict of interest declaration

The Chair asked AAB members to declare any potential or perceived conflicts of interest.

The Chair advised that he is also the current chair of the Gold Coast Airport Community Aviation Consultation Group and Sunshine Coast Community Airport Forum, but that he does not believe that will influence him in matters related to the AAB.

Potential or perceived conflicts of interest of community representatives were recorded by the Secretariat.

The Chair reminded community representatives to declare any potential or perceived conflicts of interest (not just actual conflicts) that may arise during the course of their terms on the AAB to the Chair or Secretariat.

Agenda Item 4: Governance and operation of the AAB

The Chair tabled a paper on the operation of the AAB.

Refer to Attachment B.

The Chair confirmed that the members had read and understood the Terms of Reference and agreed to the Code of Conduct. The Chair emphasised that community representatives and industry advisors should be respectful, and community representatives should represent the views of their communities to the best of their ability, even if they are not consistent with their own personal views.

Community representatives agreed that they not speak on behalf of the AAB, unless cleared by the Chair. Members are free to discuss the matters before the AAB with the community and colleagues unless designated as confidential. There may be a few occasions where this occurs, given the AAB's privileged access to information.

The Chair confirmed that there would be four AAB meetings a year, with significant out of session communication expected, especially while Airservices Australia (Airservices) is implementing their Noise Action Plan. The AAB Secretariat will be primarily responsible for handling correspondence between representatives, industry advisors, members of the public and the Chair.

In response to questions, the Chair and Secretariat confirmed that:

- community representative contact details will not be published on the AAB website or shared with members of the public. Any community enquires should be directed to the Secretariat, and the Secretariat would distribute those enquiries to the community representatives.
- AAB meetings will not be recorded.
- community representatives are appointed by the Minister, but substitutes may be discussed with the Chair in advance of meetings if necessary.

ACTIONS:

1. Secretariat to circulate website link to membership.
 2. Ms Bignell, as a BFPCA office holder, to raise removal of the AAB Secretariat email from the BFPCA one-click complaint form.
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Agenda Item 5: Airservices Australia

Peter Curran, Chief Customer Experience and Strategy Officer, Airservices Australia (Airservices) provided an update on the Noise Action Plan for Brisbane, community engagement and interaction with the AAB.

Refer to presentation at Attachment C.

Issues discussed

Community representatives agreed that it would be useful for Airservices Australia to release a single document for the *Noise Action Plan for Brisbane* (NAP4B in short), to eliminate the confusion in referring to the Post Implementation Review (PIR) Final Report as the Noise Action Plan. The NAP4B consists of the recommendations in the PIR.

In response to questions from the community representatives, Mr Curran advised:

- All recommendations from Trax International have been adopted in the Noise Action Plan, however each package is subject to further community input. Recommendations are high level and specific changes may not go ahead based on community feedback.
- In considering both community and industry feedback, there is no exact formula or metric for decision-making around airspace changes, but Airservices is committed to being transparent to the AAB and community on decisions.
 - The Chair noted the AAB will have a key role in making sure the reasons for decisions are clear and transparent.

Ms Bell enquired as to what communications were provided to aircraft operators and airlines about the intersection departures trial.

In response:

- Mr Healy, Virgin Australia Fleet Manager, responded that there was no Notices-to-Airmen (NOTAM) or modified Standard Instrument Departure Route (SID) associated with the trial. He also added that more thrust at take-off spreads noise impacts to immediate airport communities.
- The Chair noted a similar intersection departure trial was conducted in Perth, and there was very little difference in noise outcomes recorded during that trial.

Phase One of the NAP4B

Community representatives noted:

- Advertising of the community drop-in sessions for Phase One engagement on the NAP4B was perceived as insufficient.
- Signage for the drop-in sessions could be clearer to make sites easier to locate.
- Letterbox drops would be the most effective way of advertising the drop-in sessions.
- Ms Bignell advised her community was disappointed with the lack of options presented for her area in NAP4B Phase One.
- Mr Muller stated that sending aircraft over the water did not resolve noise issues as aircraft still turn over communities and impact residents of those communities.

Mr Curran stated that Phase One of the NAP4B was focused on improving over-water operations. Further Phases will include options that could improve noise outcomes in other areas of operation around Brisbane Airport. It is not possible to progress all options simultaneously.

ACTIONS:

3. Airservices to publish a simplified document of the Noise Action Plan for Brisbane (NAP4B).
4. Airservices to provide AAB representatives with detailed information on how they advertised NAP4B Phase One community consultation activities.
5. Airservices to confirm communication and procedure changes advised to aircraft operators during the 12-month trial prohibiting intersection departures on the new parallel runway towards the city.
6. Secretariat to circulate PowerPoint slides from Airservices' presentation to the AAB membership.
7. Airservices to provide representatives with information on piston and turboprop aircraft overnight flight movements.

Agenda Item 6: AAB Role in Noise Action Plan

The AAB agreed that:

- Initial focus of the AAB will be input to Airservices Australia, Brisbane Airport Corporation and industry on the implementation of the Noise Action Plan.
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- Out of session engagement within the AAB will be critical to ensure timely information, advice and feedback is provided to and from community representatives.
- AAB members would have a minimum of two weeks to consult with their communities and consider draft NAP4B engagement material ahead of general community consultation.
- Consideration of draft material by the AAB does not constitute endorsement of an option or fact sheet by the AAB – the aim is to improve the content and engagement with the community.
- AAB community representatives agreed that they would not circulate or duplicate draft engagement material to eliminate the potential for confusion that may arise should final engagement material differ from draft material following feedback from the AAB. Representatives are free to discuss the content of the draft material, but should treat the documentation as confidential.

ACTION:

8. Airservices to brief AAB representatives on draft NAP4B Phase 2 options for preliminary feedback ahead of general community consultation.

Agenda Item 7: Community member issues

The Chair tabled a paper submitted by Mr Diamond.

Refer to paper at Attachment D.

The AAB note Mr Diamond's paper and agreed there is merit in improving information and data provided to the community, particularly on previous and proposed impacts of options being considered through the NAP4B.

Mr Curran advised that Airservices is currently developing tools for comparative use by the community, however, the tool was not ready for Phase One engagement.

Environment Impact Statement

Ms Bell noted community concerns about the Environment Impact Statement (EIS) approved in 2007 for the new parallel runway project and proposed discussion of the EIS as a future agenda item.

The AAB agreed to focus the AAB's time and efforts on future outcomes that could be achieved.

Defence Restricted Airspace

In response to community enquiries around adjusting restricted Amberly airspace, Mr Curran advised that engagement with Defence is ongoing.

Noise Complaints and Information Service (NCIS)

Ms Bignell stated that Airservices' NCIS is not perceived to be effective and the community believes that complaints effectively go nowhere, which is why the Brisbane Flight Path Community Alliance (BFPCA) created a one-click complaint form to go to various politicians and organisations.

The Chair asked Airservices to give a presentation at the next AAB meeting on how the NCIS operates, so that there is transparency and understanding around how they process complaints.

ACTIONS:

9. Chair to work with Qantas Group representative on what information can be provided to the community on Jetstar fleet modernisation, noting that Jetstar already has the youngest fleet out of the major Australian airlines.
 10. Ms Bell to email Secretariat with details on an option included in the Trax International final review report, that may not appear in the final PIR report. Airservices to advise if or why the option is not in the PIR report.
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11. AAB to work with Brisbane Airport Corporation (BAC) and Airservices on how to better provide information and data on expected aircraft movements, and previous and proposed impacts.
 12. Airservices to provide technical briefing by noise acoustics expert on how aircraft noise is monitored and reported.
 13. Mr Muller to provide information to the Secretariat about perceived incorrect existing flight paths included in NAP4B Phase One fact sheets for Airservices to investigate.
 14. Airservices to provide a presentation on the Noise Complaints and Information Service (NCIS). This is to be included as an agenda item for AAB Meeting #02.
 15. Chair to explore options with Airservices on way complaint numbers are reported.
 16. Secretariat to circulate the Chair's contact information to AAB.
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Agenda Item 7: Other Business

The Chair confirmed future meeting dates for 2023:

- i. Wednesday, 19 July 2023
- ii. Wednesday, 22 November 2023

If required, a September meeting may be organised. The need for a September meeting will be discussed at Meeting #02 on 19 July.

Meeting closed at 18:02.

Attachment A - Attendees

Name	Position
Ron Brent	Chair - Brisbane Airport Community Airspace Advisory Board (AAB)
Tess Bignell	AAB Community Representative
Stephen Muller	AAB Community Representative
Sandra Bell	AAB Community Representative
Kirsten Stewart	AAB Community Representative
Peter Curran	Airservices Australia – Chief Customer Experience and Strategy Officer
Tim Boyle	Brisbane Airport Corporation – Program Manager Future Airspace Strategy
Mike Healy	Virgin Australia – Fleet Manager
Dave McCutcheon	Qantas Group – Senior Manager Flying Operations, Jetstar
Stephanie Werner	First Assistant Secretary, Domestic Aviation and Reform Department of Infrastructure, Transport, Regional Development, Communications and the Arts
	Secretariat Department of Infrastructure, Transport, Regional Development, Communications and the Arts

Apologies

Name	Organisation/position
David Diamond	Community Representative

Open Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
1.	18 May 2023	AAB website	Secretariat to circulate website link to membership.	Secretariat		
2.	18 May 2023	BFPCA complaint form	Ms Bignell, as a BFPCA office holder, was asked by the Chair to raise removal of the AAB Secretariat email from the BFPCA one-click complaint form.	Ms Bignell		
3.	18 May 2023	NAP4B stand-alone document	Airservices to publish a simplified document of the Noise Action Plan for Brisbane (NAP4B).	Airservices Australia		
4.	18 May 2023	Airservices consultation advertising	Airservices to provide AAB representatives with detailed information on how they advertised NAP4B Phase One community consultation activities.	Airservices Australia		
5.	18 May 2023	Intersection departure trial	Airservices to confirm communication and procedure changes advised to aircraft operators during the 12-month trial prohibiting intersection departures on the new parallel runway towards the city.	Airservices Australia		
6.	18 May 2023	Airservices presentation slides	PowerPoint slides from Airservices' presentation to be circulated to membership.	Secretariat		
7.	18 May 2023	Piston and turboprop movements	Airservices to provide representatives (Ms Bell) with information on piston and turboprop aircraft overnight flight movements – in what circumstances are	Airservices Australia		

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
			they required to fly over the city, and when the aircraft are required to hold at lower altitudes.			
8.	18 May 2023	Airservices Phase Two engagement	Airservices to brief AAB representatives on draft NAP4B Phase 2 options for preliminary feedback ahead of general community consultation. Community Representatives to provide initial feedback within two weeks.	Airservices Australia Community Representatives		
9.	18 May 2023	Airline modernisation	Chair to work with Qantas Group representative on what information can be provided to the community on Jetstar fleet modernisation.	Chair Qantas Group representative		
10.	18 May 2023	Query on draft PIR	Ms Bell to email Secretariat with details on an option included in the Trax International final review report, that may not appear in the final PIR report. Airservices to advise if or why the option is not in the PIR report.	Ms Bell Airservices Australia		
11.	18 May 2023	Data on aircraft movements	AAB to work with Brisbane Airport Corporation (BAC) and Airservices on how to better provide information and data on expected aircraft movements, and previous and proposed impacts.	BAC Airservices Australia		

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
12.	18 May 2023	Noise monitoring	Airservices to provide technical briefing by noise acoustics expert on how aircraft noise is monitored and reported.	Airservices Australia		
13.	18 May 2023	Noise Action Plan query	Mr Muller to provide information to the Secretariat about perceived incorrect existing flight paths included in NAP4B Phase One fact sheets for Airservices to investigate.	Mr Muller Airservices Australia		
14.	18 May 2023	NCIS processes	Airservices to provide presentation on the Noise Complaints and Information Service (NCIS). To be included as an Agenda Item for AAB Meeting #02.	Airservices Australia		
15.	18 May 2023	Noise complaint data	Chair to explore options with Airservices on way complaint numbers are reported.	Chair Airservices Australia		
16.	18 May 2023	Chair's contact details	Secretariat to circulate the Chair's contact information to AAB.	Secretariat		