

Brisbane Airport Community Airspace Advisory Board (AAB)

Meeting Minutes

DATE	LOCATION	
20 November 2024	Brisbane Airport Conference Centre – Pullman Hotel	
MEETING TITLE	START TIME	END TIME
Brisbane Airport Community Airspace Advisory Board Meeting 6	12.29 AEST	14.51 AEST

Attendees

Name	Position
Kim Jordan	Chair – Brisbane Airport Community Airspace Advisory Board (AAB)
David Diamond	Community Representative – Inner City (Southside)
Tess Bignell	Community Representative – Samford Valley
Stephen Muller	Community Representative – Redlands
Kirsten Stewart	Community Representative – Inner City (Southside)
Janelle Moody	Substitute Community Representative – Inner City (Northside)
Peter Curran	Airservices Australia – Deputy Chief Executive Officer
Donna Marshall	Airservices Australia – Head of Community Engagement
Marion Lawie	Airservices Australia – Senior Advisor, Community Engagement, Noise Action Plan for Brisbane
Tim Boyle	Brisbane Airport Corporation – Head of Airspace Management
Mike Healy	Virgin Australia – Head of Fleet Operations
David McCutcheon	Qantas Freight – Deputy Chief Pilot
Andrew Marshall	Director, QLD, SA and NT Airports, Airports Branch, Department of Infrastructure, Transport, Regional Development, Communications and the Arts (DITRDCA)
Rachel Lee	Secretariat, DITRDCA

Apologies

Name	Organisation/position
Sarah Nattey	Assistant Secretary, Airports Branch, DITRDCA

Minutes

Agenda Item 1: Welcome and Acknowledgement of Country

The Chair, Kim Jordan, opened the meeting at 12:29 PM and welcomed members and industry advisors. She acknowledged the traditional Custodians of the land on which Brisbane Airport is located, the Turrbal people, and paid respects to their Elders past and present.

Agenda Item 2: Administration

Kim introduced the meeting.

Other matters:

- Apologies received from Sandra Bell and Sarah Nattey.
- Janelle Moody was welcomed as substitute representative for the Northern Suburbs (Sandra).
- Andrew Marshall was welcomed as the department's representative for the meeting.
- Confirmed minutes from meeting 5 were accepted and published out of session.
- Kim noted that Michael, David McCutcheon and Andrew were joining the meeting virtually.

Kim also noted that Sandra Bell had resigned, and thanked Sandra for her time and engagement as a community representative. Kim noted that Janelle Moody would continue to act as an interim representative for the Northern Suburbs following Sandra's resignation until 30 April 2025.

Kim noted Kirsten Stewart has tendered her resignation effective after this meeting. Kim thanked Kirsten for her time and engagement over the last 18 months. Kim is considering options for an interim representative for the Inner City (Southside) until 30 April 2025.

Kim advised the intention to extend community member appointments until 30 April 2026, and noted that she had initial discussions to gauge community members' interest. Kim noted this is to ensure continuity, and suggested the group could discuss the approach to future appointments.

Agenda Item 3: Action items

The Action Items list is at Attachment A.

The Chair ran through the action item list and noted the following:

- **Action Item 2.6a** will be discussed at *Agenda Item 6*.
- **Action Item 4.1** will remain open noting Stephen Muller would like to discuss further with Donna Marshall. Stephen to give further information to Donna on what is required.
- **Action Item 5.1** will be discussed at *Agenda Item 5*, with airline representatives noting that they would engage further with community representatives on opportunities to reduce noise impacts from airline operations.

The group had a detailed discussion around **Action Item 3.8**.

- Peter Curran and Donna Marshall sought further views from community representatives on appropriate metrics for the Noise Action Plan for Brisbane. Peter emphasised that the approach Airservices Australia (Airservices) had taken to date was focussed on understanding the benefits first, before considering potential metrics. Peter acknowledged that feedback raised through the AAB and the Senate Inquiry into Impact and Mitigation of Aircraft Noise suggested that this approach was not meeting community expectations.
 - Tess Bignell noted that in order to reduce noise, community are currently only presented with two options of SODPROPS (Simultaneous Opposite Direction Parallel Runway Operations) usage, or focussed
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on noise sharing. Tess noted that communities would like to better understand how noise impacts would reduce by using noise sharing, and how far apart flight paths have to be in order to receive a perceptible noise reduction.

- David Diamond noted with flight numbers increasing, it was hard to understand what had been done to reduce noise, rather than moving noise to areas with less noise. David emphasised that there did not seem to be data around how flight paths have been moved, or noise reduced, and that community members were more interested in actual impacts.
- Peter acknowledged that while Airservices have developed metrics about fewer people overflown, there were opportunities to explore metrics for more local impacts.
- Kirsten Stewart noted that using 'fewer people overflown' as a metric could be problematic in the context of noise sharing. Kirsten suggested that if the priority was noise sharing, then noise should be shared across all people, which would result in comparatively less noise for all people.
- Janelle Moody also noted that the population overflown metric does not take into account housing types and density.
- Peter agreed that the independent technical advisor, Think Research, could develop a research paper exploring the best metrics to understand noise reduction (in terms of sharing, concentration, and mitigation), and looking at the positives and negatives for each metric.
- Stephen expressed his view that noise sharing should not be used as a euphemism for moving noise over someone else, and that the first priority should be noise mitigation, rather than just sharing the noise more broadly. Stephen suggested that new flight paths could focus noise over greenspace to reduce community impacts.
- Kirsten reiterated that noise impacts should be shared.
- Tess emphasised that with flights projected to increase, placing high capacity flights paths over areas with less population density is unfair. If Brisbane Airport is to service Brisbane being a capital city, all parts of the Brisbane population should be expecting to share noise impacts.
- David Diamond remarked that it was surprising that appropriate metrics to explain noise impact reductions to the community did not already exist.
- Peter acknowledged that there were opportunities for improvement, and that Airservices was focussed on determining appropriate metrics in the first instance, prior to considering how to set potential targets.
- Kim suggested there could also be limits set once metrics and targets had been identified, and closed the discussion to move onto other action items.
- Donna noted Airservices had metrics which were used for comparing current operations to proposed changes, but not targets or limits. It was noted that clarity of what was being sought – a metric, a limit, or a target – was needed.

The group discussed the below action items and determined that:

- **Action Item 3.4** will remain open. Following further discussions between Kim and Peter Curran, Kim and Donna will discuss how best to utilise Airservices' independent technical advisor, Think Research. Ahead of this discussion, Kim will engage with community representatives to consider best approach. Donna Marshall will share scope of work with Kim to inform engagement with community representatives.
- **Action Item 4.2** will remain open, with Kim requesting comments from community representatives and interested industry representatives out of session, noting an out of session discussion would take place between Kim and community representatives on potential approaches to noise-based fees. Kim noted that this would inform a letter to the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government with a recommendation to raise the introduction of noise-based fees with Airport Lessee Companies for their consideration.
- **Action Item 5.3** will remain open. Tess Bignell noted a concern that communications to the community on ILS (Instrument Landing System) approach in Package 3, Set 4 (options to facilitate independent

parallel runway operations) could more clearly explain if it was the ILS or the approach paths to the ILS that were moving. Donna clarified that the intention was that the ILS would stay the same, but the join point and approach would be moved. Tess expressed concern that Airservices had requested feedback on an operational change that would be progressed regardless of feedback. Donna agreed to review communications to the community, and respond to Tess out of session.

- **Action Item 5.4** would be closed. David Diamond emphasised that the presentation of SODPROPS to community members (particularly in the media) could be better contextualised, noting that SODPROPS could only be used in quite limited circumstances. David was concerned that some community members were expecting that SODPROPS would be used for more than 50 per cent of flights – whereas it was more realistically going to be used for 1.5 to 2.5 per cent of flights, and this proportion would decrease as flight numbers increased. Peter Curran noted that Airservices was aiming to be as explicit as possible around SODPROPS usage in its communications, and to not overemphasise SODPROPS usages' impact in reducing aircraft noise.

The Chair noted that Airservices would provide updates on their Action Items at *Agenda Item 6*.

Agenda Item 4: Community member issues – raised prior to meeting

The Chair noted that answers to questions raised by Steve, Tess and Janelle for Airservices and Brisbane Airport Corporation (BAC) had been circulated ahead of the meeting. A copy of the document is at *Attachment B*.

Kim thanked Donna and Tim Boyle for providing answers. Kim invited community members to ask any questions about provided responses, or other matters they wished to raise.

- David Diamond emphasised that Airservices and BAC should be focussed on determining final flight path designs and noise impacts on communities. David noted that until this information was available, communities would be cynical, and concerned about potential impacts. In response:
 - Tim explained that when BAC forecast aircraft traffic, its focus is on future infrastructure requirements. Tim outlined 'design day forecasts' which provide an indication of infrastructure requirements to manage arrivals and departures on very busy days (in the 95th percentile), noting that extrapolating from design day forecasts would not accurately reflect annual impacts. Tim noted that BAC are exploring better estimates based on an average day, to inform development of an Aircraft Noise Exposure Forecast (ANEF) for the Brisbane Airport Master Plan 2026.
 - David Diamond said the community should have a detailed understanding of Brisbane's future airspace, and how increasing flights would be accommodated, before being consulted on the master plan.
 - Tim noted that BAC had been publishing relevant statistics alongside previous master plans and also in the Noise Booklets prepared in 2014, 2016 and 2020 to support the new parallel runway delivery, but acknowledged that these may not be meeting the expectations of some community members.
 - Kim noted that using design day forecasts to develop a 'worst case scenario' may be a useful mechanism to engage with the community, so people can understand the potential noise impacts on the busiest possible day in a year, noting that this would not reflect everyday impacts.
 - Kirsten suggested that understanding impacts on the busiest hours, and the busiest days, would be quite useful for the community in helping to understand overall capacity, and noise impacts.
 - Peter noted that the community would be interested in alternate time horizons, rather than just the end point projected in the 20-year ANEF for the Brisbane Airport Master Plan.
 - Kim said she had anticipated the outputs from **Action Item 1.11** would have been available at this meeting for community representatives information, emphasising the delay was frustrating for community representatives.
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- Tess sought information from David McCutcheon on why it seemed that Jetstar flights more regularly flew at lower altitudes (between 4,000 and 5,000 feet) over the Samford Valley than other carriers. In response:
 - David McCutcheon clarified that it was not the carrier that made the difference, but which Standard Arrival Route (STAR) the flight was allocated for landing. He said Jetstar flights are more regularly allocated the shorter track into Brisbane airport for landing, which meant the flights flew lower during approach. David M explained that flight heights on arrival are determined by ‘track miles to run’ – if the track is shorter, the aircraft will need to fly lower for the approach. Conversely, if a track is longer, a plane will be able to fly higher.
 - David M also noted that airlines were considering options to reduce noise impacts from their operations, and would discuss further in *Agenda Item 5*.
 - Tess Bignell tabled a letter and paper Mr David Sammut sent to the AAB outlining his concerns with the Noise Action Plan for Brisbane, and provided a hard copy to Airservices.. Donna acknowledged receipt, noting the views expressed seemed consistent with feedback previously provided by Mr Sammut through Airservices’ community engagement activities. Airservices will review the document and respond through the AAB.
 - Stephen raised that a lot of flights departing from Brisbane Airport were diverting from the SID (Standard Instrument Departure route), and flying over areas with high population densities. Stephen said these diversions did not seem to be a result of conflicts between flights, bad weather, or avoiding other aircraft, and amounted to these flights simply taking a shorter route. Stephen noted he would like to discuss further with a representative from Trax or Airservices, to explore opportunities to improve outcomes. In response:
 - Peter Curran noted that Airservices was exploring the impacts of Air Traffic Control practices, and would discuss further in *Agenda Item 6*, and that Airservices would discuss further with Stephen.
 - Janelle raised concerns that information on a previous runway closure had not been well communicated with impacted communities, emphasising that a 24-hour airport should have 24-hour communications. In response:
 - Donna noted that Airservices was gradually improving the WebTrak system, including plans to publish current modes by mid 2025.
 - Tim acknowledged that BAC could better share information with communities, noting that communications were generally shared via social media and the Brisbane Airport website, but had not been timely in this particular instance.
 - Janelle noted that some answers to questions tabled prior to the meeting (*Attachment B*) stated information was provided to the Brisbane Airport Community Aviation Consultation Group (BACACG) however that information was not made available to AAB members. She noted difficulties accessing BACACG information and suggested the information flows and interaction between AAB and BACACG needs review.
 - Kim noted she would discuss potential options with Janelle further out of session.
 - Janelle noted that her community had experienced an increase in flights, including non-jets arriving to the New Parallel Runway using the RNP-AR path. These communities receive the cumulative impact of ILS and RNP-AR, particularly where the RNP-AR joins the ILS. The RNP-AR flights seemed noisier due to the curved flight path.
 - David M confirmed aircraft noise would spread from a curved path. He noted that the EIS in 2006 did not cover RNP flight paths as the technology did not exist at the time.
 - Janelle queried what channels were included in Noise Complaints and Information Service (NCIS) complaint statistics published in Airservices Australia’s annual report.
 - In response, Donna explained that:
 - all NCIS webforms, letters and phone calls are counted in these statistics
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- enquiries and complaints sent to the Community Engagement inbox are not counted in the NCIS statistics, but the Community Engagement team responds to enquiries explaining that if a community member wished to make a complaint it should be lodged through the NCIS.
- Janelle queried whether complaints via the ‘one click’ complaint were included in these statistics.
 - Donna noted that the ‘one click’ is on the Brisbane Flight Path Community Alliance (BFPCA) website. Airservices has no association with it so emails do not go through to the NCIS. Donna suggested representatives could perhaps suggest BFPCA make this clearer on their website.

Agenda Item 5: Opportunities to reduce noise impacts from airline operations

The Chair noted that at the last meeting, she had requested that airline representatives share ideas on how airlines may be able to reduce noise impacts from their operations. However, due to time limitations, she requested they leave this for the next meeting. Mike Healy and David M agreed. David noted:

- Airline representatives were exploring potential opportunities to reduce aircraft noise impact associated with take-off and landing, in consultation with Airservices.
- One potential option was removing some speed restrictions for take-offs and landings, which would mean that planes would be able to fly higher, and result in reduced noise impacts for communities.
- Airline representatives would provide further updates, and options for discussion in a future meeting.

Kim closed the discussion to move onto the next agenda item.

Agenda Item 6: Airservices Australia update

Donna provided an update on the Noise Action Plan for Brisbane. A copy of the presentation is at *Attachment C*.

Action Item Progress

Donna provided an update on open action items relating to Airservices:

- **Action Item 1.11** remains open. Airservices met with David D to discuss requirements, and has produced a current movement diagram. BAC is reviewing this data against Brisbane Airport Master Plan projections to produce forward forecasts, which can then be used to provide better information on aircraft movements. BAC and Airservices expect to be able to provide outputs shortly.
- **Action Item 2.6A** remains open. Air Traffic Control operations continue to be examined by Airservices. Donna noted that Airservices would like to discuss further with community representatives in a future meeting, following initial discussion in this meeting.
- **Action Item 3.8** remains open, and was discussed at Agenda Item 3.
- **Action Item 5.2** remains open. Donna invited community representatives to attend a workshop day in November/December 2024 to examine design concepts and provide early feedback. Airservices will work with the Secretariat to confirm timing for community representatives.
- **Action Item 5.4** was discussed at Agenda Item 3, and can be closed.

Donna also noted she had discussions with Kim about the complaint lodgement form on Airservices’ NCIS website. Donna noted Airservices were reviewing and updating wording, and would provide to the Chair and community representatives for feedback.

Noise Action Plan for Brisbane – progress update

Donna gave an update on the Noise Action Plan for Brisbane:

- Community representatives queried if the summary of engagement activities and timelines included in the slide deck was available on the Noise Action Plan for Brisbane website.
- Marion Lawie noted that the summary was not available on the Noise Action Plan for Brisbane website, but would be circulated to community representatives as it is in the slide deck. Donna agreed that a

similar summary should be available on the website, and that there were opportunities to better explain and summarise packages and phases for the community.

Noise Action Plan for Brisbane – outcomes to date

Donna provided a summary of outcomes achieved under the Noise Action Plan for Brisbane to date.

These included:

- As at August 2024, 77 per cent of turbo prop aircraft departing from Brisbane Airport from Runway 19L (New Parallel Runway) are now turning right towards Moreton Bay earlier after take-off, reducing noise impacts over communities.
- Reduced noise impacts over Redcliffe and Bribie Island
- Expanded SODPROPS priority hours
- Improved reporting, including for Noise Abatement Procedures adherence, SODPROPS usage, and complaints information.

Marion noted that SODPROPS usage data was now reported on a monthly, daily and hourly basis, enabling further interrogation of available data.

Stephen noted that some community members had understood updated departure paths would be used for both parallel runway and SODPROPS departures. Marion confirmed that this interpretation is correct. Stephen said that this could be made clearer in communications.

SODPROPS Usage

Donna provided an update on SODPROPS usage, noting that:

- SODPROPS usage in 2023 included 766 hours, and 4,661 flights, whereas SODPROPS usage in 2024 to 31 October 2024 included 420 hours, and 2,679 flights.
- This decrease was largely due to weather conditions (to effectively use SODPROPS, the runway must be dry, there must be less than a 5 knot tailwind, the cloud base must not be below 2,500 ft, there must be 8km of visibility, and there must be low traffic levels).
- From 28 November 2024, there would be an increase in SODPROPS target priority hours from 62 hours a week to 84 hours a week.
- Kirsten noted the ‘target priority hours’ were the total hours SODPROPS could be used per week, assuming perfect conditions, and that this was not reflective of what actual usage would be.
- Kim queried if the data could be more broken down to show the overall target hours, available hours accounting for limitations such as weather, and actual hours used.
- Donna noted that this breakdown is now provided on the Aircraft in Your Neighbourhood website. Marion said she would review and confirm if these were presented as ‘target periods’ rather than target totals.
- Donna said SODPROPS reporting was published on a monthly basis, on approximately the 9th of each month; Marion noted it is now updated daily.
- Kim suggested that it would be beneficial for Airservices to present SODPROPS data using information available on the website in future meetings, in order to build community representatives’ understanding of data available on the website, and to share the website with the community.

Community Engagement Update

Marion gave an update on Noise Action Plan for Brisbane community engagement activities:

- Marion noted that approximately 1,080 individuals had provided feedback during Phase 5 engagement.
 - Marion noted that respondents to surveys through Package 3 Phase 5 engagement identified their top priorities as ‘noise levels at which residences are overflown’, ‘altitude at which residences are overflown’, and ‘whether or not my house is overflown’.
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- Kim noted that while the slide deck represented these priorities as ‘trade-offs’, they more reflected which noise concerns were most important for people participating in the survey.
- There was some discussion about what weight the survey responses would have in decision making. Donna advised this survey data would be used alongside other available data to inform consideration of design concepts, but that it was not a central decision-making factor, but rather further information to inform Airservices’ work.

AAB – Preferred Design Workshop Package 3

Donna noted that Airservices was aiming to schedule a session with AAB community members in November or December 2024 to provide work in progress designs ahead of release to the community to test community sentiment and take early feedback. This would include:

- A video presentation by Trax of work-in-progress preferred designs
- Group consideration by community members to develop thinking, followed by
- Online discussion between community members and Trax as an opportunity to ask questions and provide feedback.

The community members all advised they were keen to do this.

Donna will work with the secretariat to settle dates and times for these sessions.

Airservices examination of Air Traffic Control operations

Donna noted that Airservices had been examining Air Traffic Control tower operations to determine whether there were opportunities to improve practice and reduce noise impacts on communities.

Donna advised that while Standard Instrument Departures (SIDs) are the usual procedure, aircraft can be taken off the SID in specific circumstances, such as emergencies, where it would significantly improve separation of aircraft, efficiency, or traffic management, or where specified in local instructions by Air Traffic Control.

Donna agreed that in practice, where asked by pilots, Air Traffic Control will often agree to direct traffic requests, where safe. She presented a map outlining Aircraft Departure Tracking from March 2024 (included in *Attachment C* presentation titled ‘March 2024 Aircraft Departure Tracking’). Peter agreed that Airservices would also provide statistics on flights moving off SIDs, and would explore how this data could be best presented.

Donna suggested direct tracking and associated radar vectoring could perhaps be seen as a form of natural noise sharing, whereas SIDs could lead to concentration of noise over specific areas, and she welcomed views from the group on that concept.

- David D said the visuals provided were very useful to help understand actual flight impacts, particularly if they were complemented by a table outlining percentages and absolute flight numbers, with a breakdown by types of flights (i.e. jets / turbo props, etc).
- Tess noted that the departure tracking data in particular gave a different view of actual flight activity, whereas she felt that some in the community were more focussed on the SIDs. She noted some relief experienced when flights that would normally pass over her community are taken off the SID.
- Kim noted that the visuals could be a useful basis for trying to estimate and communicate the potential impacts of future design options.
- Kristen questioned if similar images and data could be provided for arrivals as well.
- Janelle agreed and noted cumulative impacts of departures and arrivals are also relevant.

Action:

1. Airservices to review wording for the complaint lodgement form on the Noise Complaints and Information Service website, and seek views from the AAB Chair and community representatives.

2. Airservices to consider opportunities to more simply explain Noise Action Plan for Brisbane Phases and Packages to community members.
 3. Airservices to provide data on actual aircraft numbers and percentage of flights taken off the Standard Instrument Departures and Standard Instrument Arrivals.
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Agenda Item 7: Other Business

The Chair noted:

- Brisbane Airport had provided an outline of current development timelines for the Brisbane Airport 2026 Master Plan, and Terminal Three Precinct Major Development Plan (a copy of the presentation is at *Attachment D*).
- The department had provided a factsheet outlining approval processes for Master Plans and Major Development Plans under the *Airports Act 1996* (a copy of the factsheet is at *Attachment E*).

The Chair noted that:

- 2025 meeting dates had been scheduled for Wednesday 26 February 2025, Wednesday 21 May 2025, Wednesday 27 August 2025, and Wednesday 19 November 2025, with the secretariat to circulate placeholders.
- Current community representative terms are set to expire on 30 April 2025, as outlined in Letters of Offer provided to members, and the Chair would engage with community representatives individually out of session to determine interest in extending terms.

The Chair noted that the below items would be set for the agenda of future AAB meetings:

- Airservices (and potentially representatives from Defence) to present on how RAAF and other military Restricted Airspaces impact the redesign of Brisbane airspace.

The group discussed the potential of hosting meetings in different venues. The Chair requested that community representatives consider potential locations, and provide to the Chair and Secretariat, with the Secretariat to consider approach.

BAC offered to host at an alternative venue to the Pullman, given community representatives confirmed they would be comfortable with either.

The Chair reminded members that they could submit agenda requests at any time, noting the Secretariat would provide a reminder three weeks ahead of the next meeting.

Action:

4. Community representatives to consider potential locations for future meetings, and provide to the Chair and Secretariat for consideration.

The Chair thanked members for their participation and closed the meeting at 14:51.

Attachment A

Open Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
1.11	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		Update provided at meeting #6. Airservices met with David Diamond to discuss requirements, and has produced a current movement diagram. BAC is reviewing this data against Brisbane Airport Master Plan projections to produce forward forecasts, which can be used to provide better information on aircraft movements. BAC and Airservices expect to be able to provide outputs shortly.
2.6a	9 September 2024	ATC Operations	Airservices to undertake a process to examine Air Traffic Control operations to determine whether opportunity exists to improve practice.	Airservices Australia		Update provided at meeting #6. ATC operations continue to be examined by Airservices. Airservices to provide data on SID and STAR tracking for discussion with community representatives further in a future meeting.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
3.4	22 November 2023	Independent Assurance	Chair and Donna Marshall to discuss scope of works for Airservices' independent technical advisor for quality assurance.	Chair Airservices Australia		Clarified at meeting #6. Discussion to be informed by Chair engaging with community representatives out of session.
3.8	22 November 2023	Noise Action Plan Metrics	Industry representatives to update the AAB on any progress to develop metrics under the Noise Action Plan for Brisbane.	Airservices Australia BAC		Update provided at meeting #6. Airservices to request independent technical advisor to provide advice on metrics. Airservices to share proposed scope of request with AAB Chair ahead of progressing.
4.1	6 March 2024	Phase 1 Options Assessment Report Questions	Stephen Muller to provide questions for Airservices' written response via the Secretariat.	Stephen Muller Secretariat Airservices Australia		Airservices has provided a written response. Further discussion to occur between Stephen and Airservices out of session, following confirmation from community representative of specific information being sought.
4.2	6 March 2024	AAB recommendation for noise-based fees	The Chair to write to the Minister on behalf of the AAB Community members with a recommendation to raise the introduction of noise-based fees with	Chair		Update provided at meeting #6. Further discussion to occur between Chair and AAB

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
			Airport Lessee Companies for their consideration.			Community representatives to inform letter to the Minister.
5.1	9 September 2024	Opportunities to reduce noise impacts from airline operations	Airline representatives to bring ideas about reducing noise impacts from their operations to the next AAB meeting.	Qantas Virgin		Update provided at meeting #6. Airline representatives are discussing opportunities to reduce noise impacts with Airservices and will report back in a future AAB meeting.
5.2	9 September 2024	Design Concepts	Airservices to provide the AAB with design concepts ahead of release to the community to test community sentiment and take early feedback.	Airservices Australia		Update provided at meeting #6. Airservices organising session with community representatives with support from secretariat.
5.3	9 September 2024	Airservices Population Overflight Evaluation	Tess to review the Airservices Population Overflight Evaluation Report tabled, and provide further comments to Airservices prior to its review.	Tess Bignell / Airservices Australia		Tess has provided comments to Airservices for consideration. Response pending.
6.1	20 November 2024	Noise Complaints and Information Service website framing	Airservices to review wording for the complaint lodgement form on the Noise Complaints and Information Service website, and seek views from the AAB Chair and community representatives.	Airservices Australia		New item.
6.2	20 November 2024	Explaining Noise Action Plan for	Airservices to consider opportunities to more simply explain Noise Action Plan for Brisbane Phases and Packages to	Airservices Australia		New item.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
		Brisbane Phases and Packages	community members, and report back to AAB.			
6.3	20 November 2024	SIDS and Departure Tracking Visualisations	Airservices to provide data on actual aircraft numbers and percentage of flights taken off the Standard Instrument Departures and Standard Instrument Arrivals.	Airservices Australia		New item.
6.4	20 November 2024	Alternative meeting venues	Community representatives consider potential locations for future meetings, and provide to the Chair and Secretariat for consideration.	Community representatives		New item.

Closed Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
5.4	9 September 2024	SODPROPS information	Airservices to provide a written response to David Diamond's questions regarding SODPROPS.	Airservices Australia	20 November 2024	Airservices has provided a response out of session. Item closed after discussion in meeting #6.