



Australian Government

Department of Infrastructure, Transport,
Regional Development, Communications and the Arts

Statement of Expectations

April 2025

Slot Manager for Sydney Airport

This Statement of Expectations relates to the functions of the Slot Manager as set out in the:

- Sydney Airport Demand Management Act 1997;
- Sydney Airport Demand Management Regulations 1998;
- Sydney Airport Compliance Scheme 2012; and
- Sydney Airport Slot Management Scheme 2013 and other applicable legislation.

It sets out the Minister's views on the appropriate strategic direction for the Slot Manager, governance, transparency and data, stakeholder engagement and key activities.

Strategic Direction

I expect the Slot Manager to perform its functions in accordance with the *Sydney Airport Demand Management Act 1997*, the *Sydney Airport Demand Management Regulations 1998*, the *Sydney Airport Compliance Scheme 2012*, *Sydney Airport Slot Management Scheme 2013*, other applicable legislation and the best practice guidelines for availability of slots and schedule information under the Worldwide Airport Slot Guidelines (WASG) (Annex 12.10).

I expect the Slot Manager to achieve the timely finalisation and publication of seasonal schedules in accordance with best practice to provide airlines and the airport with certainty and to ensure the credibility of Australia's international reputation with the aviation community.

I expect the Slot Manager to work with me and the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the department) to implement any relevant reform actions for Sydney Airport that arise from the Australian Government's Aviation White Paper and other reform initiatives.

Governance

I expect that the Slot Manager will enable the efficient and effective operation of Sydney Airport that aligns with the Sydney Airport Slot Management Scheme 2013 and the Sydney Airport Compliance Scheme 2012. The Slot Manager will carry out its functions in a consultative way, taking account of evidence and conflicting stakeholder views. The Slot Manager will provide the department and minister with a work program, and promptly advise of any events or issues that may impact on the Slot Manager's delivery of the work program. Quarterly updates are to be provided on the delivery of the workplan.

The Slot Manager is to provide the department with:

- mid-northern summer and mid-northern winter season activity reports on slot movements at Sydney Airport, which includes season-to-date slot performance data and the number of off-slot or no-slot movements; and
- a more detailed end of season report, that identifies operators that have lost historic precedence to slots over the course of the season, by failing to meet the requirements set out in sections 7 and 8 of the Sydney Airport Slot Management Scheme 2013 (the 'use-it-or-lose-it' and 'size of aircraft' tests);

The Slot Manager is to take reasonable steps to address stakeholder concerns regarding potential perceived conflicts of interest in slot allocation. This includes:

- providing an annual declaration outlining operational independence as set out in the best practice activities set out in Annex 12.6 of the WASG, as well as clear processes on handling real or perceived conflicts of interest;
- developing and publishing public materials which outline how slot allocation decisions are made and recorded operationally;
- developing and publishing a conflict of interest policy outlining how potential conflicts of interest and perceived conflicts of interest will be addressed or managed, including the process for declaring and recording conflicts of interest; and
- providing written reasons to all affected operators (and a copy to the department) within 7 days of an allocation decision where all of the following circumstances exist:
 - more than one operator applied for a slot; and
 - an operator which applied for the slot owns shares in the Slot Manager body corporate (or is related to an operator that owns shares in the Slot Manager) (if applicable); and
 - the slot series was not allocated on the basis of historical precedence.

Transparency and Data

The Slot Manager is to meet the highest standards of transparency and data accountability, including:

- to review slot movement data to identify potential 'off-slot' and 'no-slot' misuse and undertake investigations regarding the cause/rationale of the misuse and report this to the department every quarter;
- maintain an audit trail outlining the basis on which slots have been allocated;
- publish slot usage data on the Slot Manager's website, where permissible, in accordance with the WASG (Annex 12.10), along with full disclosure of slot usage by regional operators;
- prepare and provide such statistical reports and analysis for slot information for the current season as may be requested by the department, in a timeline agreed by both parties and
- respond to the reasonable requests of airlines and the airport for requests for slot data for the current season they have outside of the quarterly cycle.

Stakeholder Engagement

In regard to stakeholder engagement, the Slot Manager is expected to:

- support compliance through education and collaboration with operators at Sydney Airport, including ensuring operators are fully aware of their obligations and what they must do to meet them;

- hold regular mid-season ‘airport-airline-slot coordinator’ dialogues to identify where potential slot misuse has occurred and to develop effective improvement strategies;
 - An agenda, papers and minutes of the meeting should be provided to attendees including the department who should attend as an observer.
- notify and correspond with airline operators regarding potential ‘no-slot’ or ‘off-slot’ misuse as set out in s11(1) and (2) of the Act, including requesting information to substantiate/refute potential slot misuse;
- work closely with the department and other relevant Government agencies, to inform them of emerging issues around potential ‘no-slot’ and ‘-slot’ misuse;
- maintain a productive and collaborative relationship with the operator of Sydney Airport and Airservices Australia; and
- promote transparency by publishing data on their website to facilitate access in line with guidelines of best practice in WASG Annex 12.10.

Key Activities

The Slot Manager is expected to deliver on the following key activities:

- provide an annual work plan to myself and the department that sets out the schedule of meetings with stakeholders, quarterly publication activities and stakeholder engagement plans;
- provide the department with seasonal activity reports on slot movements at Sydney Airport, which includes season-to-date slot performance data and the number of off-slot or no-slot movements;
- deliver a more detailed, end of season report, that identifies operators that have lost historic precedence to slots over the course of the season, by failing to meet the conditions set out in section 7 of the Sydney Airport Slot Management Scheme 2013 (the ‘use-it-or-lose-it’ test);
- allocate and monitor slots for all aircraft movements at Sydney Airport in line with all relevant legislation;
- the Slot Allocation List (SAL) is published prior to the twice-yearly International Air Transport Association (IATA) Slot Conference;
- review relevant slot movement data to identify potential ‘no-slot’ and ‘off-slot’ misuse and undertake investigations regarding the cause/rationale of slot misuse;
- notify any operator of movements recorded as off-slot movements as outlined in the Sydney Airport Compliance Scheme 2012;
- maintain an audit trail outlining the basis for which slots have been allocated;
- hold a mid-season review with operators and the airport to identify where potential no-slot and off-slot misuse has occurred;
- publish slot usage data on the Slot Manager’s website, where permissible, including full disclosure of slot usage by regional operators in accordance with the WASG (Annex 12.10);
- ensure all required records collected by the Slot Manager are in accordance with Part 4 of the Sydney Airport Demand Management Regulations 1998; and
- maintain and provide the data and records that would be required by a new Slot Manager to ensure an effective transition of responsibilities, should a new Slot Manager be appointed.