

# Moorabbin Airport

Community Aviation Consultation Group

## Annual Report

*July 2012 to June 2013 Report*



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## Introduction

This report summarises the activity of the Moorabbin Airport Community Aviation Consultation Group (CACG) from July 2012 to the end of June 2013. It also summarises other airport activity relevant to the CACG. This report has been endorsed by the members of the CACG.

The CACG is an independent forum where community members and organisations can raise issues and express opinions regarding Moorabbin Airport.

All federally leased airports are required to establish CACGs to make sure the community is heard.

These independently chaired groups are a key initiative of the 2009 National Aviation Policy White Paper *Flight Path to the Future* and were a priority for the Government.

The membership of the Moorabbin Airport CACG is made up of a broad cross-section of representatives from industry, regulators and the community. The group meets each quarter.

The purpose of the Moorabbin Airport CACG is to ensure that community views are effectively heard by the airport and to give members the opportunity to obtain information about what is happening on-airport. The CACG is open to resident groups affected by airport operations, local authorities, airport users and other interested parties and is used to exchange information on issues relating to Moorabbin Airport operations and their impacts.

The CACG is for consultation purposes only and is not a decision-making body (as stipulated in the Federal Government's Aviation White Paper). The CACG exists to:

- Provide a forum for the exchange of information and ideas between airport operators, the community, governments, users and other relevant stakeholders;
- Allow the concerns of interested parties to be raised and taken into account by airport operators, thereby fostering a sense of collaboration, empowerment and transparency in decision-making; and
- Contribute to community understanding of airport operations with the added potential outcome of a wider acceptance of the airport's operational needs and thus a greater willingness to resolve potential conflicts.

The CACG provides updates to the community and industry representatives on:

- Airport development activities (including the Airport Master Plan)
- Airport environment initiatives (including the Airport Environment Strategy)
- New airport activity (such as new services) or changes to aviation services
- Planning, regulatory and policy changes affecting the airport
- Changes to airport facilities
- Access issues including for people with special needs
- Economic contribution of the airport

Relevant updates are provided to the CACG from government departments including Department of Infrastructure and Transport; Airservices Australia and the Civil Aviation Safety Authority (CASA).



## CACG Terms of Reference

June 2011

1. The Moorabbin Airport Community Aviation Consultation Group (CACG) is to act as a forum ensuring key participants in the operation of Moorabbin Airport and representatives of communities surrounding Moorabbin Airport can understand activities and concerns of others.
2. Membership of the CACG Committee will be:
  - a. **Key participants:** Moorabbin Airport Corporation, the Civil Aviation Safety Authority, Airservices Australia, tenants of Moorabbin Airport.
  - b. **The Community:** Federal and State MP's, The City of Kingston, the City of Greater Dandenong, State Government of Victoria, organised community groups.
3. The Committee will discuss issues/concerns of the community at large and airport tenants regarding the operation of the airport. These issues will include:
  - + Aircraft noise and environmental issues: Issues regarding aircraft noise management and flight paths will be discussed and suggestions made to the responsible authorities, CASA and Airservices Australia, regarding noise abatement procedures and safety measures where these are applicable.
4.
  - + Development of the airport: Moorabbin Airport Corporation will provide information from time to time regarding plans for the development of the airport. This will include plans for future developments, steps being taken to implement the Airport Master Plan, ground transport and access issues, proposals that may increase or change aviation services, and any planning or regulatory policy changes that may affect the airport.
  - + Ensuring effective complaints handling procedures are in place.
  - + Reports by Airservices Australia and CASA on issues affecting the community.
5. Individual members of the committee note issues that affect them and can be actioned within their area of authority.

### General Information.

- + The Committee will be chaired by an Independent Chair and secretariat services will be provided by Moorabbin Airport Corporation.
- + Meetings are not open to the public.
- + The committee will meet quarterly.
- + An Annual Report will be available for viewing on the MAC website.

## CACG Membership

The membership of the Moorabbin airport CACG is made up of a broad cross-section of representatives from industry, regulators and the community. The role of each party, and its representatives, are as follows (Attendance records for each meeting are included in Appendix A of this report):

### Independent Chair:

David Hall is the appointed Independent Chair of the CACG. David is a former Director of Consumer Affairs for Victoria and has held this position as the Independent Chair of the CACG for six years.

### Moorabbin Airport Corporation.

Moorabbin Airport Corporation (MAC) is the airport lessee company for Moorabbin Airport. Its role is the maintenance and development of the airport infrastructure and the provision of a safe airport for all users.

### Aviation Industry participants

Moorabbin Airport has multiple flying schools providing flight training to 800 students annually. The airport estate is home to over 300 businesses providing 3,300 full time jobs. There are 400 aircraft based at Moorabbin Airport.

### City of Kingston

The City of Kingston surrounds Moorabbin Airport and the flight and circuit training paths are largely over City of Kingston areas. Kingston maintains an Airport Environs Overlay regarding aircraft noise. Two councillors and one executive from the council sit on the CACG.

### City of Greater Dandenong

The City of Greater Dandenong is located to the east of Moorabbin Airport. It has an estimated population of 135,605 people and lies within the airspace controlled by Moorabbin Airport's tower.

### Federal and State members

Moorabbin Airport falls within the constituencies of Hotham to the north and Isaacs to the south. Alternates for the Representatives of these constituencies attend the CACG.

The State Government Member for Mordialloc also attends the CACG.

### Community Groups

Name of Group	Number of Members	Area Representing
The Moorabbin Airport Residents Association (MARA)	No information provided.	Parkdale, Mordialloc and Cheltenham
Dingley Village Community Association (DVCA)	No information provided	Dingley Village
Dingley Heatherton Village Committee	10 members	Residential areas north and east of the airport.
Mordialloc Village Committee	No information provided	No information provided

### Department of Infrastructure and Transport (DoIT)

The DoIT now takes an active role in the meetings of the Moorabbin Airport CACG and has sent a number of representatives to each meeting.

### **Airservices Australia.**

Airservices Australia is the airspace manager and tower operator at Moorabbin Airport. It also has responsibility for the Noise Enquiry Unit and noise-related activities. Airservices is normally represented by the Senior Controller (SATC) at Moorabbin and a member of the Airservices Community Relations group.

### **Civil Aviation Safety Authority**

CASA is the aviation regulator and has responsibility for oversight of all aviation operations relating to safety. It has oversight of airports, aircraft, pilots, operating companies, maintenance organisations and Airservices Australia.

## **CACG Meetings July 2012 to June 2013**

### **Meeting Dates 2012 & 2013**

- 28<sup>th</sup> September 2012
- 7<sup>th</sup> December 2012
- 22<sup>nd</sup> March 2013
- 28<sup>th</sup> June 2013

### **Main Agenda Items for 2012 and 2013**

- Major Development Plans – Wesfarmer's Development
- Kingston Council Planning Amendment C111
- Planning Coordination Forum
- Formation of Moorabbin Airport Chamber of Commerce
- Circuit training Task Force Recommendations
- Fly Friendly Program
- Noise complaints
- Aircraft circuit designs.

## Summary of Meeting Action Items as at June 2013

### Outstanding Action Items

Actions	Due Date	Status of Action	Responsibility
<b>Fly Friendly Presentation</b> <ul style="list-style-type: none"> <li>Organize to have an operator explain fly friendly</li> </ul>	Sep 13	Outstanding	MAC
<b>ASA Noise Fact Sheets</b> <ul style="list-style-type: none"> <li>Updated Noise Fact Sheets to be provided to CACG members.</li> </ul>	Sep 13	Outstanding	MC/ASA
<b>Long Term Noise Monitoring</b> <ul style="list-style-type: none"> <li>Determine requirements to present a case to ASA for permanent noise monitoring</li> </ul>	Sep 13	Outstanding	CACG Members
<b>ASA Fly Friendly</b> <ul style="list-style-type: none"> <li>What is involved to change the Fly Friendly Program from a Gentlemen Agreement to a mandatory agreement</li> </ul>	Sep 13	Outstanding	ASA
<b>MAC Noise Complaint Reporting</b> <ul style="list-style-type: none"> <li>Refine Noise Complaint reporting</li> </ul>	Sep 13	Outstanding	MAC
<b>Flight Pattern</b> <ul style="list-style-type: none"> <li>Invite CASA rep to present to CACG on why circuit designs can't be changed</li> </ul>	Sep 13	Outstanding	MAC/ CASA

### Completed Action Items since last Annual report

Action	Date Arisen	Status	Responsibility
<b>Circuit Traffic</b> Table showing current circuit traffic and previous case study for reduced western circuit traffic	Dec 12	Complete	ASA
<b>MAC Airport Presentation</b> Overview of airport history.	June 12	Complete	MAC
<b>Agenda</b> New section for new information Name who is to give an update	Dec 12	Complete	MAC
<b>Aircraft Movements</b> Movement to show to CACG members	Dec 12	Complete	MAC
<b>Noise Complaints</b>	Dec 12	Complete	MAC

Action	Date Arisen	Status	Responsibility
Process to be explained Curfew report			
<b>Circulate annual report with minutes</b>	Dec 12	Complete	MAC
<b>Website</b> Update with latest meeting minutes	Dec 12	Complete	MAC
<b>Airport Site Tour</b> Organize an airport site tour.	June 12 Dec 12	Complete	MAC
<b>Terms of Reference - Complaints</b> Review and provide (or table) standard reporting framework and procedures.	Sept 12	Complete	MAC
<b>Airport Correspondence</b> <ul style="list-style-type: none"> <li>Clarify airport email contacts and respond to resident emails.</li> </ul>	Sept 12	Complete	MAC
<b>New Membership</b> Extend invitation to attend CACG to Melbourne Aviation.	Sept 12	Complete	MAC
<b>MDP Public Submissions</b> Clarify what MDP submissions are publicly available.	Sept 12	Complete	MAC/DoIT
<b>Councillor MDP Update</b> Update new KCC Councillors on the MDP project	Sept 12	Complete	MAC
<b>MDP Email Address</b> Update Noel Pullen on unanswered MDP email.	Sept 12	Complete	MAC
<b>Membership Presentation</b> PowerPoint presentation to be sent out with minutes.	June 12	Complete	MAC
<b>Membership Criteria</b> Membership Information to be distributed to members.	June 12	Complete	MAC
<b>MAC Website</b> Upload Annual CACG Report.	June 12	Complete	MAC
<b>Waypoint Report</b> Waypoint report to be attached to minutes.	June 12	Complete	MAC
<b>Terms Of Reference</b> Annual Report to be listed in TOR.	June 12	Complete	MAC



Action	Date Arisen	Status	Responsibility
<b>MAC Website</b> Upload core CACG documents onto website.	June 12	Complete	MAC
<b>Southern Road Extension</b> Agenda item for September 12 meeting.	June 12	Complete	MAC
<b>Agenda Notice</b> Trial using Outlook for Agenda Notices.	June 12	Complete	MAC

## Progress on Circuit Training Task Force Recommendations

Progress as of June 2013

- + **Rec1:** Airservices in consultation with the helicopter industry assess the value of standard flight paths being established for helicopters departing and arriving at Moorabbin Airport that would enhance safety and minimise noise impacts on the local community.
  - *Airservices Australia (Moorabbin Tower) confirmed that a review was conducted in consultation with local Helicopter operators of Helicopter Routes in late 2012.*
  - *Airservices Australia advised that both parties decided against standard flight paths for helicopter as they believed this would reduce safety and also unfairly concentrate noise in certain areas.*
  - *CACG members respect the advice given but continue to look for constructive options.*
- + **Rec2:** MAC continue to strongly promote the adoption of the fly friendly program by all operators at Moorabbin Airport
  - *MAC has sent a letter to airport operators asking them to renew their commitment to the fly friendly program along with refresher material.*
  - *The Fly Friendly Brochure has been revised and put into a more public friendly format for better understanding. The Kingston City Council is working with MAC to further refine this document so it can be used as part of a resident's kit.*
- + **Rec3:** MAC establish clear procedures for the handling of complaints over possible breaches of the Fly Friendly agreements and regularly report on compliance to the Moorabbin CACG.
  - *MAC has now established a comprehensive register for tracking complaints. A report on complaints is now a standing agenda item for CACG meetings.*
- + **Rec4:** MAC, with assistance from airport users and Government Aviation agencies, continue to undertake an education and awareness program to better inform the local community on airport operations including circuit training
  - *MAC continues to promote the Fly Friendly brochure as relevant.*
  - *MAC continues to maintain its website with up to date information on airport activity*
  - *Several operators at Moorabbin Airport have held open days this year that have been well attended by the public.*
- + **Rec5:** The hours of fixed wing and helicopter circuit training at the airport published in the Airport's Fly Friendly Program are restricted to 0900 to 1800 or last light, whichever is sooner, on weekends, and Victorian public holidays.
  - *This was actioned as of 1st of April 2012 - completed.*
- + **Rec6:** MAC, in consultation with Airservices Australia, CASA, and industry, progress a proposal to reduce night hours of circuit training from Monday to Friday to match tower operating hours. The proposal would be subject to completing an assessment of the safety, environmental and economic costs and benefits
  - *Night circuit training hours have been reduced from 11pm to 10pm.*
  - *These changes are in line with new proposed tower hours other than Friday nights where aircraft can fly circuits beyond tower hours – however, the tower manager reports that circuit training activity is very low most Friday nights.*
  - *Members noted the actions taken on this recommendation.*
- + **Rec7:** The relevant Victorian Government agency, in consultation with the Federal Department of Infrastructure and Transport, undertake a review of the future

aviation needs of Melbourne and regional Victoria, with particular emphasis on the pilot and helicopter training industries.

- *Nil change since last meeting. It was agreed that this matter, along with recommendation 8 below, is best progressed through the Planning Coordination Forum.*

+ **Rec8:** MAC approach the relevant Victorian Government planning agencies to examine alternative suitable sites for satellite helicopter training for operators based at Moorabbin Airport.

- *State Minister endorsed Moorabbin Airport as important facility when addressing Chamber of Commerce – MAC will keep this issue before Community Planning Forum.*

+ **Rec9:** Airservices Australia provides the Moorabbin Airport Community Aviation Consultation Group with regular updates of progress with the implementation of the 18 recommendations made by the Aircraft Noise Ombudsman in relation to the better handling of noise complaints.

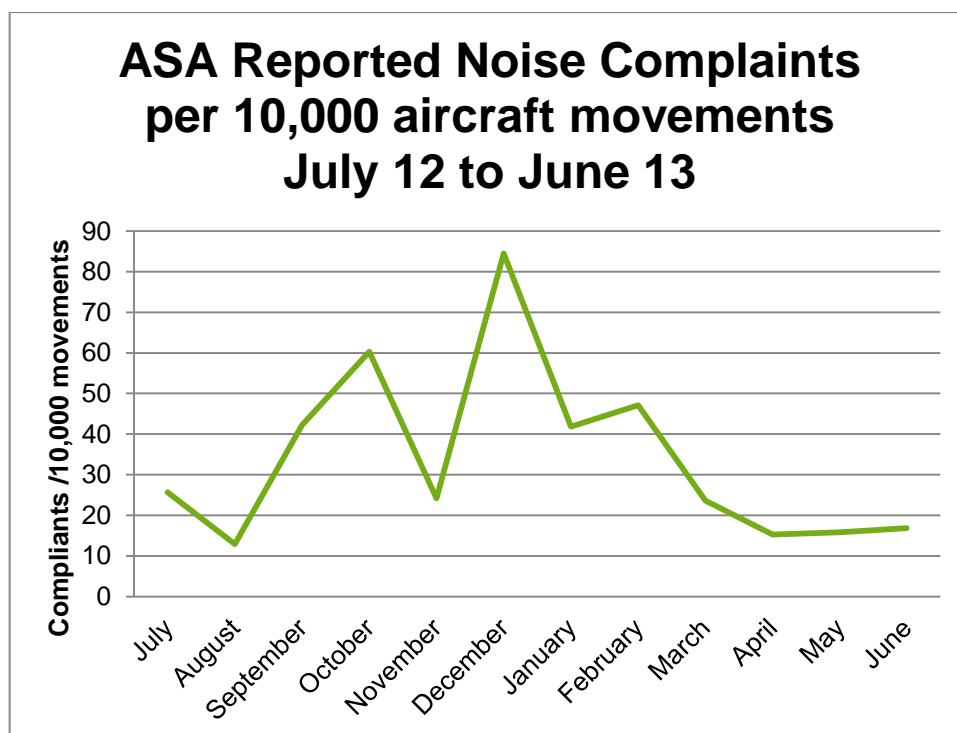
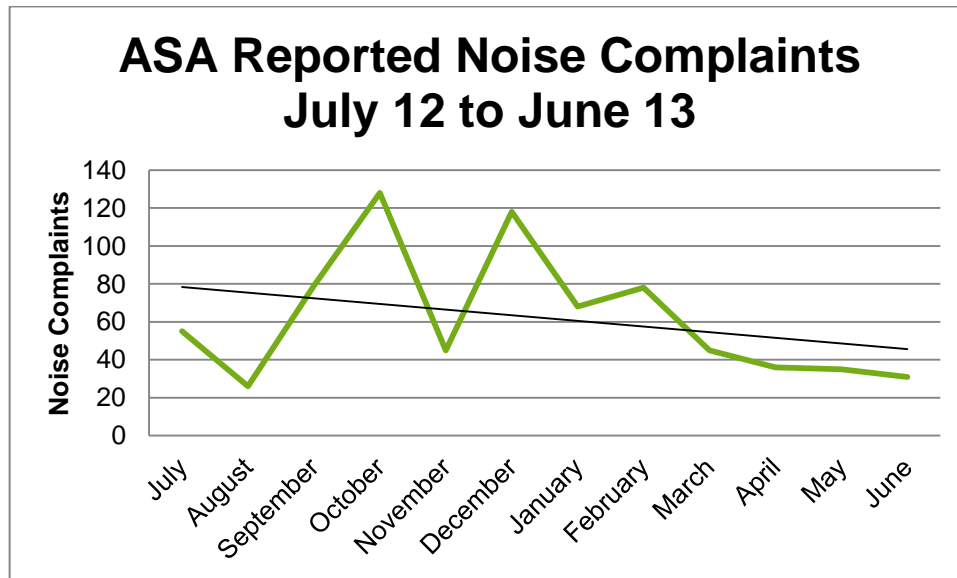
- *This is now in place with the Aircraft Noise Ombudsman Report being a standing item on the CACG meeting agenda.*

## Summary of Noise Complaints

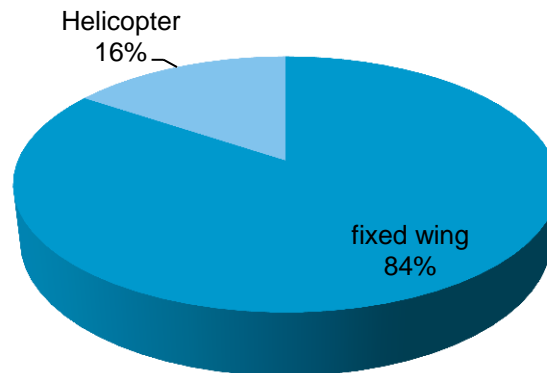
### ASA Recorded Noise Complaints

Noise complaints are received by both Airservices Australia, through its Noise Inquiry Unit in Sydney and Moorabbin Airport Corporation (MAC).

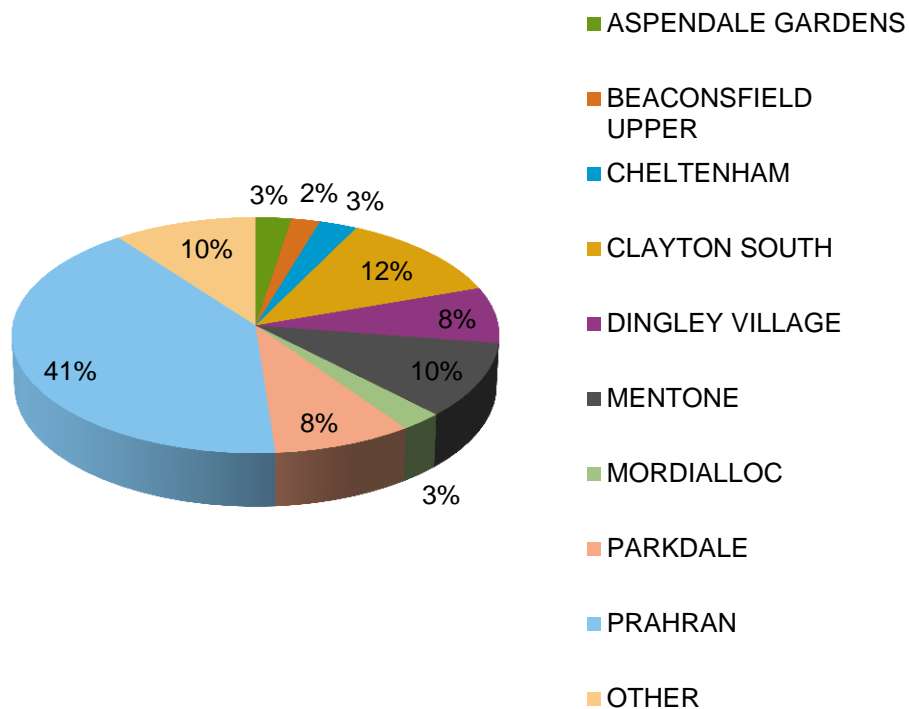
Between January 2012 and June 2012, Airservices Australia received 584 calls to their 1800 noise complaints line relating to the area covered by Moorabbin Airport.



## ASA Reported Noise Complaints July 12 to June 13

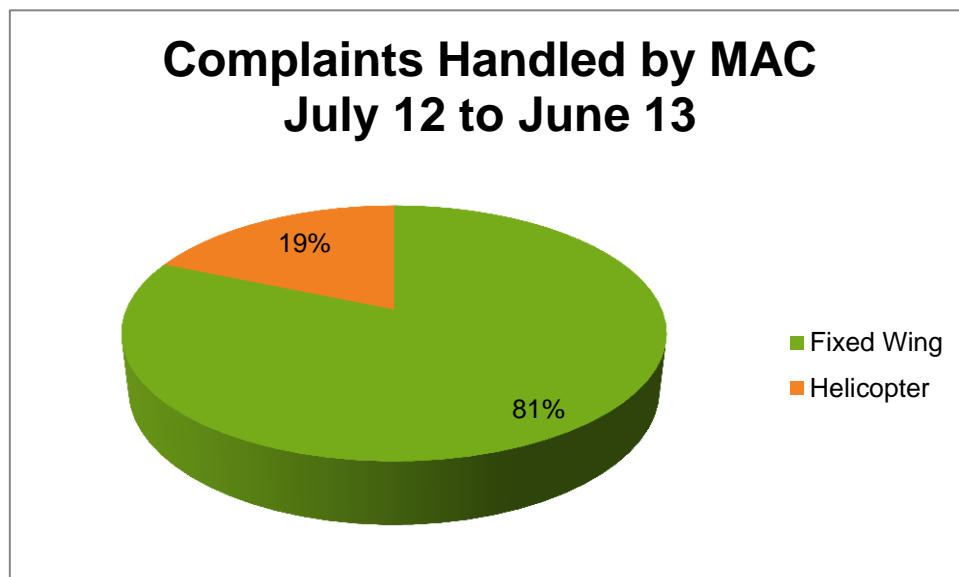
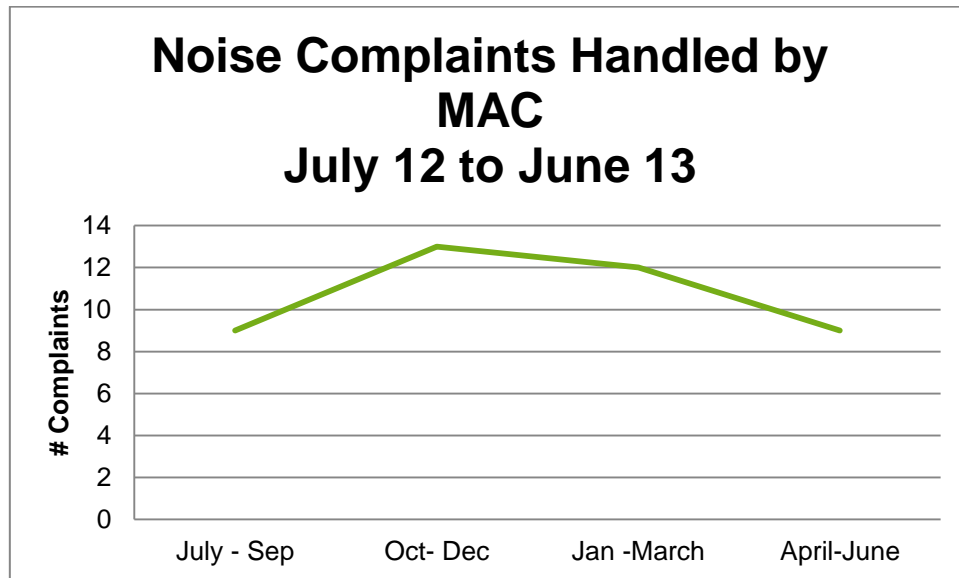


## ASA Noise Complaints by Location July 12 to June 13



## Noise Complaints Received by Moorabbin Airport Corporation

Moorabbin Airport Corporation (MAC) occasionally receives direct calls concerning noise complaints. MAC's policy is to direct callers to the Airservices' 1800 noise complaint telephone number as MAC has no jurisdiction over the airspace surrounding the airport. However, if the caller requests to speak directly to the MAC staff member, the call is logged and a reply returned once an investigation of the incident has been conducted. MAC will assist where possible including encouraging operators to observe the 'fly friendly' program in place at the airport.



## Current Noise Mitigation Measures at Moorabbin

### 1. Circuit training.

Circuit training - repetitive touch and go operations - is a vital part of flight training and is required for day and night operations. However such operations are limited to the times published in ERSA which are:

<b>Winter:</b>	Monday - Friday 0800 - 2100 Weekends and public holidays 0900 - 1800 or last light, whichever is sooner.
<b>Daylight saving:</b>	Monday - Friday 0800-2200 Weekends and public holidays 0900 - 1800 or last light, - whichever is sooner.

Moorabbin Airport is open 24 hours per day, 365 days per year. Aircraft departing or returning to Moorabbin are not subject to these limits and it is understood that an aircraft returning after the above agreed hours may be required to perform a circuit of the airport to enter into the landing pattern.

### 2. Altitude

It is good airmanship, and also the law, to maintain a safe altitude at all times and to ensure that when flying over residential areas this is maintained.

- a. Except when in the act of landing or taking off the minimum height fixed wing aircraft will fly is 1,000ft over inhabited areas or 500ft over uninhabited areas or the sea. They must be a minimum of 600metres radius from any building.
- b. Whilst operations in the Moorabbin circuit are defined as being in the act of taking off or landing, as soon as practical aircraft should reach and maintain the 1,000 ft. circuit altitude.
- c. Helicopters operate at a different altitude to maintain safety separation from fixed wing aircraft.
- d. CASA may issue an exemption for training purposes.

### 3. Delayed turns for Noise abatement

Moorabbin airport has intensive residential housing surrounding most boundaries of the airport. The following is thus in place for noise abatement purposes:

- a. Aircraft departing from runway 17Right should delay any turn until they have flown past Woodlands Golf Club, to minimize noise intrusion over residential areas of Parkdale.
- b. Aircraft departing from runway 35L should delay any turn until over Kingston Centre to minimize noise intrusion to residential property immediately to the North West of the airport.
- c. Air traffic control procedures, weather or safe separation requirements may preclude pilots from adhering to these procedures. However they should at all times attempt to comply with the spirit of these procedures.

### 4. Runway in Use

Aircraft land and take off into the prevailing wind. The main North/South runways (17 and 35) are used 80% of the time. The Runway in Use is determined by Airservices Australia when the tower is in operation.

- a. Outside of tower hours pilots should use runways which are the least noise-sensitive. Where there is a choice based upon wind the runway in use is chosen in the following order:
  - Runways 35 (at night 35R)
  - Runways 17
  - Runways 13 (at night 13L) and 31
- b. After 2200 local all departures must maintain runway heading until at 1,000ft.
- c. Runway 04/22 is available ONLY when operationally required. Runway 04/22 IS NOT available for circuit training at any time.

## **5. Operations from runways**

Aircraft noise can be mitigated by operating some aircraft from designated runways only. In particular runway 17R (facing South) and 31L (Facing North West) have the biggest impact on residential areas. Local operators have agreed that;

- a. Jet aircraft: Jet aircraft will not use Runway 17R for departures.
- b. Certain types of aircraft will not use runway 17R or 31L for departure unless no other runway is available. Aircraft include: Cessna 180, Cessna 185, Cessna 206, Cessna 210, Beech BE35/36 with two bladed prop, Cessna C336/C337 Skymaster, "Warbird" aircraft fitted with constant speed props.
- c. Practice landings with feathered propellers will not be permitted.
- d. Simulated engine failure in single engine aircraft after take-off will not be permitted.
- e. Simulated asymmetric operations after take-off will not be permitted from runway 17R.

## **6. Moorabbin Airport Training Area**

Much airwork training takes place to the south east of Moorabbin Airport. The requirements of the Airservices Australia Fly Neighbourly Advice (FN5) contained in ERSa GEN-SP apply as follows:

- a. Designated areas AM/D314 and AM/D 315 are commonly referred to as the "Moorabbin Training Area". This is approximately bounded by a line from Moorabbin Airport to Pearcedale, then coastal to Koo-wee-rup, then Pakenham to Moorabbin Airport.
- b. Pilots are requested to avoid the following urban areas: Hampton Park, Lyndhurst, Cranbourne and within circles of 1 Nautical Mile of Cardinia and Fiveways joined tangentially. If not possible to avoid these areas pilots should traverse at an altitude not below 2,000ft.
- c. An aerobatic area is established east of the Berwick-Cranbourne Rd and north of Ballarto Rd. In this area pilots are requested to minimize aerobatic manoeuvres below 3,000ft.
- d. Farm and other buildings should not be used as reference points for training manoeuvres.

## **7. Ground running of engines.**

Ground running of engines can cause noise concerns from well beyond the boundary of the airport.

- a. A purpose built engine test cell allows extended running of aircraft engines for maintenance and test purposes; with noise being channelled across non-residential areas. All vehicle-mounted engines on test will use this cell.
- b. Ground running of aircraft engines on airframes will be limited to run-ups on the northern or southern run up bay between the hours of 0800-1800 daily. Jet aircraft



may additionally use the southern end of taxiway Echo which is furthest from residential housing.

- c. Run-up of aircraft engines prior to flight will be accomplished in accordance with the operational procedures prescribed for the aircraft type. Extended run-ups will not be undertaken except if required to ensure the safety of flight.

## **8. Helicopter Operations**

The Fly Friendly programme applies to both fixed and rotary wing aircraft. Helicopters can potentially cause considerable noise irritation and thus must conform to the same standard of behaviour as fixed wing operations.

However for safety separation reasons helicopters will operate at different altitudes to fixed wing aircraft.

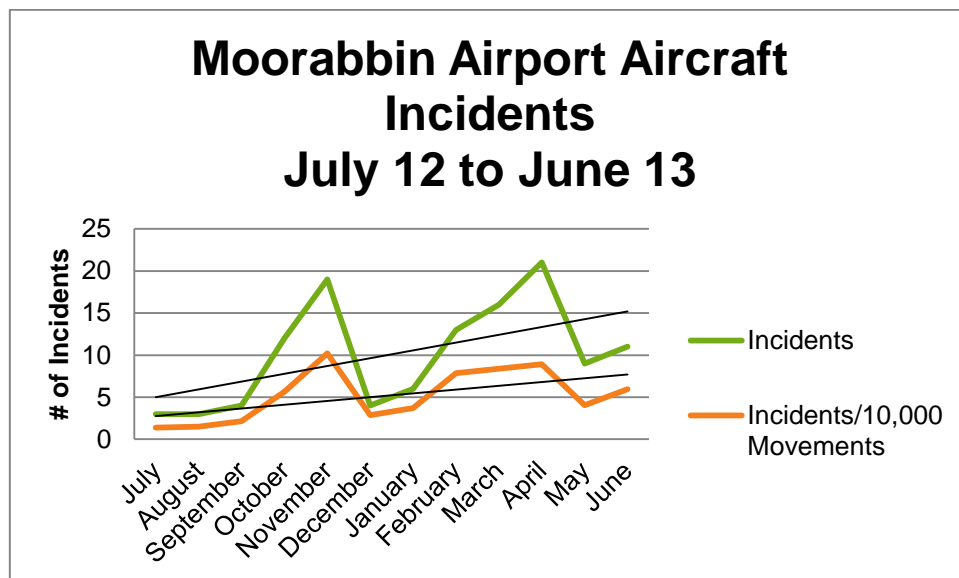
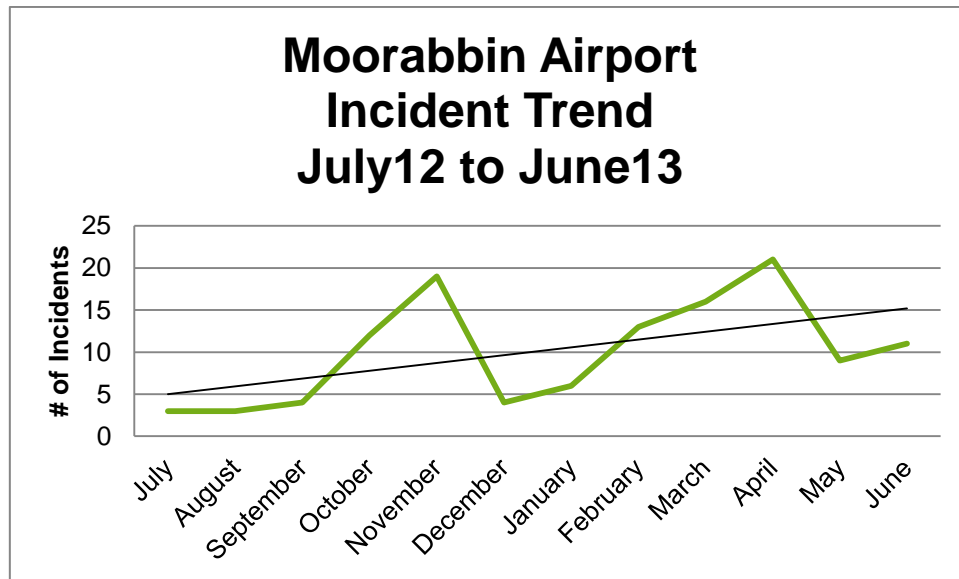
## **9. Good manners for pilots**

Pilots are also encouraged under the Fly Friendly Agreement to;

- a. Be aware of noise sensitive areas.
- b. Avoid prolonged run-ups.
- c. Avoid flying low at any time and especially over populated areas.
- d. Keep circuits as compact as possible.
- e. Climb to height as soon as possible (based upon aircraft performance) and then reduce power to cruise settings.
- f. Ensure that throttle settings are applied commensurate with minimum emissions of noise, subject at all times to the maintenance of aircraft safety.
- g. When navigating across country look ahead and select the least noise sensitive route.
- h. For helicopter pilots avoid rotor “slap” where possible.

These guidelines form part of the **Moorabbin Airport Conditions of Use 2011** and a specific Fly Friendly Agreement is negotiated with individual flying schools based at Moorabbin Airport.

## Aircraft Incident Trends at Moorabbin



The above graphs show recorded aircraft incidents trends at Moorabbin Airport over the last twelve months. The lower graph shows these incidents normalised against aircraft movements. It is encouraging to note that when incidents are shown against aircraft movements the increasing trend is reduced significantly.

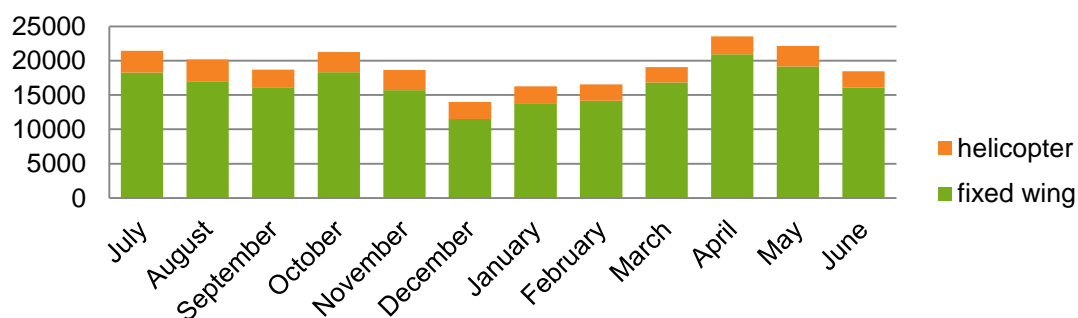
## Summary of Aircraft Movements at Moorabbin

Aircraft movements at Moorabbin Airport have been consistent over the last twelve months but when the trend is plotted over the last couple of year the number of movements is slightly falling.

MAC has also noted a trend in the type of movements at Moorabbin Airport over the last few years. Historically a large percentage of movements at Moorabbin have been made up of recreational activity. However, since the GFC this has changed with the majority of movements now coming from professional student pilot training organisations. MAC has also noted a decrease in helicopter activity over the last few years while fixed wing movements have slightly increased.

Month	Fixed Wing	Helicopter	Total
July	18268	3170	21438
August	16900	3264	20164
September	16140	2566	18706
October	18338	2894	21232
November	15698	2940	18638
December	11526	2434	13960
January	13680	2582	16262
February	14142	2402	16544
March	16802	2268	19070
April	20924	2622	23546
May	19142	3010	22152
June	16054	2386	18440

### Moorabbin Airport Aircraft Movements July 2012 to June 2013



#### Airport Movement Rankings year ending June 2013

Sydney (NSW)	327520
Jandakot (WA)	255128
Moorabbin (VIC)	230928
Bankstown (NSW)	220294
Parafield (SA)	215370

Despite decreasing movement numbers, Moorabbin Airport continues to rank as one of the busiest airports in Australia.

## Summary

Moorabbin Airport's CACG meetings continue to be well attended by members of the local community, and various government agencies. However, it has been noted that local airport operators are not always well represented at the meeting. MAC has been actively encouraging more airport operators to attend these meeting.

Good progress has been made on action items resulting from quarterly meetings.

Noise complaints to both ASA and MAC are trending down and MAC now has a number of comprehensive noise mitigation measures in place that are supported by the local aviation operators. .

Moorabbin CACG continues to provide a forum for expressions of concern about and suggestions for measures to reduce the impacts of aircraft noise on residential areas. There is a continuing focus on Circuit Training, with particular concern about helicopter flight training. Moorabbin CACG is seeking to pursue a strategic approach to unresolved aspects of the deliberations of the Circuit Training Task Force.

MAC continues to keep the CACG informed of airport activities including development projects and infrastructure upgrades.

MAC continues to be committed to the CACG and working with the CACG to ensure the airport can continue to operate safely while being respectful of the local community's needs.

## Appendix A – CACG Meeting Attendance Records

MEMBER	REPRESENTING	28-09-12 Meeting	07-12-12 Meeting	22-3-13 Meeting	28-6-13 Meeting
Mr David Hall	Chairperson	Yes	Yes	Yes	Yes
Mr Paul Ferguson	MAC	Yes	Yes	Yes	Yes
Mr Charles Di Petta	MAC	Yes	Yes	Yes	Yes
Mr AJ Wackrow	MAC	Yes	Yes	Yes	Yes
Mrs Andrea Roberts	MAC	n/a	n/a	n/a	Yes
Ms Sue Long	MAC	Yes	Yes	n/a	n/a
Ms Jessica Knoles	MAC	x	x	Yes	x
Ms Grace Daniel	Department of Infrastructure & Transport	x	Yes	x	x
Mr Marcelo Alves	Department of Infrastructure & Transport	x	Yes	x	x
Ms Leonie Horrocks	Department of Infrastructure & Transport – guest speaker	n/a	n/a	Yes	n/a
Mr Rod Burgess	Department of Infrastructure & Transport	Yes	Yes	Yes	Yes
Mr Jim Wolfe	Department of Infrastructure & Transport	Yes	Yes	x	x
Ms Marianne Richards	Department of transport	Yes	Yes	x	x
Mr Greg Harrison	AEOM – Guest speaker	Yes	n/a	n/a	n/a
Cr Ron Brownlees	City of Kingston	x	Yes	x	Yes
Cr Rosemary West	City of Kingston	Yes	Yes	Yes	Yes
Mr Treloar	Chair Melbourne CACG - guest speaker	n/a	n/a	Yes	n/a
Mr Jonathon Guttman	City of Kingston	Yes	Yes	Yes	Yes
Ms Lorraine Wreford	State Member for Mordialloc	x	Yes	Yes	x
Ms Elaine Scholes	Colonial First State	x	x	Yes	Yes
Cr Peter Brown	Greater City of Dandenong	x	Yes	x	x
Mr Noel Pullen	Office of Simon Crean MP	Yes	Yes	x	Yes
Mr Mark Dreyfus MP	Federal Member for Isaacs	x	Yes	x	x
Ms Monica Bladier	Office of Mark Dreyfus MP	Yes	Yes	Yes	Yes
Mr Mark Cenin	Airservices Australia	Yes	Yes	n/a	n/a
Mr Paul Sleep	Airservices Australia	Yes	Yes	Yes	Yes
Mr David Moore	Airservices Australia	n/a	n/a	Yes	Yes
Mr Graham Taberner	CASA	Yes	Yes	Yes	Yes
Mr Gary Smythe	Moorabbin Flying Services	x	x	x	Yes
Mr Tom Uren	Mordialloc Village Committee	x	Yes	Yes	x
Ms Peta Millard	MARA	x	Yes	x	x
Mr Ian Baldock	MARA	Yes	Yes	x	Yes
Mr Bruce Reynolds	Dingley Heatherton Village (DHV)	Yes	Yes	Yes	Yes
Mr Paul Phillips	Dingley Village Community Association	Yes	x	x	x
Mr John Cincotta	Dingley Village Community Association	Yes	Yes	Yes	Yes
Ms Karen Hastings	Dingley Village Community Association	x	x	x	Yes
Ms Adrienne Fleming	Tristar Aviation	x	Yes	x	x
Mr Mark Darragh	Moorabbin Flying Services	x	Yes	x	x
Mr Steve Galjar	CAE/Oxford Aviation	Yes	Yes	x	x
Mr Stuart Rushton	RVAC	Yes	Yes	x	Yes
Mr Jason Lim	Melbourne Flight Training	x	Yes	x	x

## Appendix B – CACG Guidelines



### Community Aviation Consultation Groups Guidelines

National Aviation Policy White Paper



Issued - February 2011

## 1 INTRODUCTION

These Guidelines are provided for those establishing, running and participating in Community Aviation Consultation Groups.

Community Aviation Consultation Groups are a mechanism to ensure appropriate community engagement on airport planning and operations.

The following leased federal airports have a responsibility to establish and maintain permanent Community Aviation Consultation Groups:

Adelaide	Hobart
Archerfield	Jandakot
Alice Springs	Launceston
Bankstown	Melbourne
Brisbane	Moorabbin
Camden	Parafield
Canberra	Perth
Darwin	Sydney
Essendon	Townsville
Gold Coast	

These airports vary in size and activity, operate in different communities and have different development and operational plans. The arrangements put in place for one Community Aviation Consultation Group will not necessarily be appropriate for another.

## 2 ROLE AND PURPOSE

- to enable airport operators, residents affected by airport operations, local authorities, airport users, and other interested parties to exchange information on issues relating to the airport operations and their impacts;

- to allow concerns to be raised and taken into account by the airport operator, with a genuine desire to resolve issues that may emerge; and
- to complement and support the consultative requirements already established for Master Plans, Airport Environment Strategies and Major Development Plans.

The goal is that the Community Aviation Consultation Group will assist in ensuring that debate on these issues is well-informed and undertaken in a spirit of collaboration.

Airport operators will be expected to take serious account of recommendations made by the Group.

The Group is just one avenue through which concerns can be raised and does not replace other forums and complaints handling mechanisms established by the airport operator or other authorities (such as the handling of aircraft noise complaints by Airservices Australia). The Group is not an arbitration or decision making body.

### 3 TERMS OF REFERENCE

Each group should establish terms of reference consistent with role and purpose outlined above.

Terms of reference might cover the following:

- Impacts of existing development and operations;
- Plans for future development and steps being taken to implement the airport's Master Plan or develop a new plan;
- proposals to increase or change aviation services;
- noise (including aircraft noise) and environmental issues;
- ground transport and access issues;
- access issues for passengers, including people with disabilities;
- planning, regulatory, and policy changes affecting the airport;
- improvements or changes to airport facilities;
- ensuring effective complaints-handling procedures are in place;
- reports from Airservices Australia and the Civil Aviation Safety Authority on issues affecting the community ;
- the contribution of the airport to the local, regional and national economy; and
- strategies to ensure the broad community is informed of issues discussed in the group.



## 4 COMPOSITION AND BUSINESS

The Group is expected to meet at least three times per year. The constitution and procedural arrangements adopted by the Group should be clear and transparent.

The Group is encouraged to develop strategies to ensure the broad community is informed of any major issues and provided an opportunity for appropriate input.

### INDEPENDENT CHAIR

The Group should be convened by a person who is independent of the airport and able to manage the deliberations of the Group in an impartial manner.

Those airports that do not already have an independent chair in place should work closely with neighbouring local authorities and others to identify and engage an appropriate person for this role.

For subsequent appointments, the Group itself should be involved in the selection process where feasible.

The independent conduct of the Chair is critical for the effective functioning of the Group. An independent Chair will:

- ensure the input of the full membership is sought as to agenda items;
- ensure adequate discussion time is devoted to issues of significance;
- allow for discussion of unanticipated 'other business' at Group meetings;
- ensure agenda materials and papers are meaningful and facilitate effective engagement of members in Group discussions;
- encourage open discussion and a frank exchange of views; and
- monitor effective follow-up of action items.

Any interests, arrangements or associations of the Chair which might reasonably give rise to perceptions of a conflict of interest should be disclosed to the group.

### MEMBERSHIP

Membership of the Group should include persons who can contribute views representative of :

- aviation services and operators at the airport;

- community organisations, resident groups or individuals, ensuring the representation of residents affected by airport development and operations;
- representatives from state, territory or local government bodies; and
- local tourism bodies and business groups.

The size and membership of the Community Aviation Consultation Group will depend upon local circumstances but should be both manageable and sufficient to achieve its objectives.

#### SECRETARIAT

Airport operators are expected to organise and resource appropriate secretariat support for the group.

Duties attached to the secretariat will include:

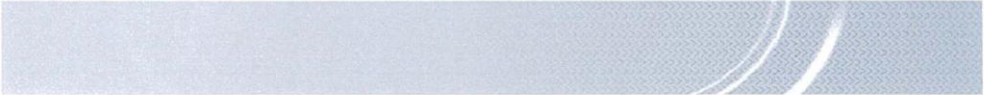
- communication of arrangements made for the Group, including any framework documents such as procedural arrangements and terms of reference, to the membership
- preparation, distribution and publication of records of Group meetings;
- preparation and distribution of meeting agendas;
- ensuring that Group members are notified of meetings and given an opportunity to prepare for meetings;
- supporting the activities of the chair, as required;
- coordinating input to assist the Group on policy, technical and other support issues, where agreed; and
- preparing a report on the Group's work for the purpose of consideration as part of the airport's annual lease review.

#### THE ROLE OF AIRPORT MANAGEMENT

It is important that the airport management participate fully in Group proceedings, offering items for the agenda, attending meetings and providing relevant information on the operation of the airport.

#### THE ROLE OF OFFICIALS AND PARLIAMENTARY REPRESENTATIVES

Commonwealth officials, including officers of the Department of Infrastructure and Transport, and of other relevant agencies such as Airservices Australia and the Civil Aviation Safety Authority, will attend meetings of the group as appropriate, to provide relevant information and assist in discussions if



invited, but will not be formal members. Officials from state or local government organisations and elected parliamentary representatives may also be invited to participate.

## 5 FURTHER INFORMATION

For further information on these guidelines, or other issues relating to the Federal leased airports, please contact the Department of Infrastructure and Transport on (02) 6274 7111 or [www.infrastructure.gov.au](http://www.infrastructure.gov.au)

## Appendix C – MAC Facts at a Glance

### Corporate Profile

- Established in 1946 as an aerodrome.
- Opened by Ben Chifley in 1949.
- One of 4 Melbourne privatised airports (Tullamarine, Essendon, Avalon).
- Private Ownership since 1998.
- Title – Commonwealth lease with 86 years to run (50 year lease + 49 year option).
- Team of 14 managers & staff.
- Master Plan approved in 2010.
- 3,000 direct jobs on airport (up from 600 in 1996).



### Property

- 21 km south east of Melbourne CBD.
- Easy access to main Melbourne arterial roads including Eastlink Freeway.
- Total airport site is 294 hectares, comprising:
  - 107 ha for aviation (runways taxiways & aprons) airside
  - 64 ha of aviation support (hangars, aprons, aviation businesses)
  - 123 ha of land surplus to aviation requirements
- 123 ha non-aviation land is comprised of:
  - 37 ha Chifley Business Park
  - 86 ha Other (developable land)
  - 73 ha is yet to be developed (zoned industrial/ business park, retail)

### Regulation and Compliance

- Regulated by Federal Government – Department of Infrastructure and Transport under the Airports Act 1996 regime.
- Air traffic services supplied by Airservices Australia.
- CASA oversees safety and issues the Aerodrome Licence required for the airport to operate.
- MAC is the approving authority for development proposals on the airport site.
- MAC provides input to certain off airport developments under the Moorabbin Airport Environs Overlay (a Victorian government planning policy) re noise impacted sites.

### Aviation

- Consistently the 3rd busiest airport in Australia.
- 800 flight students trained each year.



- General trend for commercial based movements not leisure (15 years ago it was the reverse).
- Approximately 4,000T of freight is transported annually to King Island and Tasmania.
- 5 runways, multiple taxiways passenger terminal, hardstand, and grassed parking.
- Largest runway 1335m x 30m
- 126,000sqm of runway asphalt (approx. 250,000sqm if include taxiways & aprons).
- An Airservices Australia manned Air Traffic Control tower.
- Two runways have lighting and lit taxiways.

