



Australian Government

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

Meeting Minutes

DATE		LOCATION	
25 July 2023		Microsoft Teams	
MEETING TITLE		START TIME	END TIME
ACA Fortnightly meeting		10:00am	10:20am
ATTENDEES			
Name		Organisation/position	
s47F		Airport Coordination Australia (ACA)	
s22(1)(a)(ii)		The Department	

Minutes

Agenda Item 1: Northern Summer 2023 Ongoing Monitoring

- ACA noted that it is currently in a quiet period, with no significant issues for the Northern Summer 2023 scheduling season.
- The Department discussed new entrant Nexus Airlines, which recently commenced services from Geraldton, Perth and Darwin. s45, s47(1)(b)
- The Department noted that it received a media enquiry regarding slot allocations for Turkish Airlines.
- s45, s47(1)(b)

Agenda Item 2: ACA systems and record-keeping

- s45, s47(1)(b)

s47G(1)(a)

- The Department noted that it would like to schedule another meeting with ACA to gain a better insight into its online systems, noting it may also consider obtaining login access to ACA's online portal.
- ACA noted that it may be useful for the Department to obtain online access in the next twelve months, noting that other government regulators have also been given access to the portal. It also noted that the online portal provides information on general slot availability as well as any capacity issues.
- The Department queried ACA on its record-keeping processes, including: how records are kept and how long they are kept for.
- ACA noted that whilst it is a legislative requirement to retain records for seven years, it keeps records up until the organisation's establishment in 1997. s47G(1)(a)
- s47G(1)(a)
- s47E(d)
- ACA noted that it will provide the Department with slot frequency data for the Northern Winter 2023 scheduling season.

Action Items

ITEM	TIMEFRAME	RESPONSIBLE PARTY	STATUS
1. ACA to provide the Department NW23 slot frequency data	4/8/2023	ACA	Awaiting data
2. Dept/ACA to set up meeting to explore slots systems	8/8/2023	Department	Not started



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Meeting Minutes

DATE		LOCATION	
9 August 2023		Webex	
MEETING TITLE		START TIME	END TIME
ACA Fortnightly meeting		10:00am	10:30am
ATTENDEES			
Name		Organisation/position	
s47F and s47F		Airport Coordination Australia (ACA)	
s22(1)(a)(ii)		(EL1	The Department

Minutes

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Agenda Item 1: Sydney Demand Management/ACA Overview

- s47F provided a brief overview of ACA's role in administering and coordinating slots at Sydney Airport for s47F benefit, noting:
 - Slot allocation at Sydney Airport is governed by the Sydney Demand Management Act 1997 and Worldwide Airport Slot Guidelines (WASG), in addition to local rules relating to the movement cap and regional ring fence.
 - Every coordinator in the world uses the WASG to allocate slots to ensure that airlines are treated fairly and justly during the slot allocation process.
 - s45

Agenda Item 2: Northern Summer 2023 Ongoing Monitoring

s45, s47E(d), s47G(1)(a)

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

- s45, s47(1)(b)

- The Department questioned ACA on whether any airlines were close to the 20% cancellation rate.
- s45
It also noted that off-peak cancellations have no impact on other operators as there is currently no demand.

Agenda Item 3: Other items

- s47E(d), s47G(1)(a), s45

- The Department requested ACA provide a business case/proposal for our consideration.

Action Items

ITEM	TIMEFRAME	RESPONSIBLE PARTY	STATUS
1. s47G(1)(a)	30 August 2023	ACA	Awaiting response
2. ACA to provide the department with Qantas' response to request for justification for cancellations on CBR-SYD route.	ASAP	ACA	Awaiting response



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DATE	LOCATION		
23 August 2023	Webex		
MEETING TITLE		START TIME	END TIME
ACA fortnightly meeting		10:00am	10:30am
ATTENDEES			
Name		Organisation/position	
s47F		Airport Coordination Australia	
s22(1)(a)(ii)		The Department	

Minutes

Agenda Item 1: Northern Summer 2023 Ongoing Monitoring

- ACA discussed slot coordination for the Northern Winter 2023 scheduling season, noting:
 - Handback deadline is Thursday 31 August 2023

s47G(1)(a)

- ACA noted that there are no slot issues at Sydney Airport for the current season, noting the airport is not very full at the moment.
- ACA noted that it is currently cleaning up slots and has better visibility over the upcoming season.
- s47E(d)
- s47F from ACA noted that he will need to discuss the matter further with the Slot Manager.
- s47E(d), s45
- The Department noted that it recently attended a virtual meeting with members from the Sydney Airport Community Forum (SACF), noting there are currently some runway closures due to maintenance.

- s47E(d)

Agenda Item 2: Slot compliance issues

- The Department questioned ACA on whether it has seen evidence of slot hoarding at Sydney Airport.
- ACA noted that it does not see much evidence of slot hoarding or unusual behavior at Sydney Airport, noting that all peak slots are currently being operated (e.g. 9:00am slots).
- ACA also noted that in the event that slot hoarding is occurring, it is more likely to occur during off-peak hours where there is no demand for slots (e.g. 11:00am slots) which has nil impact at Sydney Airport.

- s45, s47(1)(b)

- The Department questioned ACA on whether any domestic airlines are close to breaching the 80/20 'use-it-or-lose-it' rule.
- ACA noted that several Qantas slots are close to exceeding 20% cancellation, noting this has occurred over several scheduling seasons s45. ACA also noted that these slots are off-peak slots at 11:45am where there is no demand, and therefore no impact on other airlines.

Agenda Item 3: Compliance data

- ACA noted that it has started sending compliance data for July to airlines, which was halted during the COVID-19 pandemic. ACA noted that 50% of airlines have already sent back their standardised reasons/delay codes, whilst other airlines are trying to get a better understanding of what compliance means.
- ACA noted that it will send compliance data and summary to the Department, noting it can set up a meeting with the Department to discuss the data.

- s47G(1)(a)

- ACA noted that increased compliance will assist with slot performance and on-time performance.
- ACA noted that it advises domestic carriers of any compliance issues on a day-to-day basis, with international carriers advised on a fortnightly basis. It also noted that it intends to implement its compliance monitoring system by the end of summer, with compliance data sent to the Department on a regular basis.
- ACA noted that whilst the Compliance Committee is a good setup, there could be other ways to improve the compliance framework, such as:
 - Identifying slot series that are performing badly, during the course of the season, and subsequently asking the airline how it is going to improve performance with respect to the relevant series.
- ACA noted that it would be much more effective to ask airlines for reasons why cancellations/delays are occurring during the season than asking them to justify this at the end of the season, noting there should be more focus on how the airline is going to rectify or improve performance.

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- The Department requested ACA provide further detail on the above suggestion and any other suggestions they may have on how to improve the compliance framework via email.
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Action Items

ITEM	TIMEFRAME	RESPONSIBLE PARTY	STATUS
1. ACA to send the Department compliance data for July 2023	31 August 2023	ACA	Awaiting data



Australian Government

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Meeting Minutes

DATE	LOCATION		
6 September 2023	Webex		
MEETING TITLE		START TIME	END TIME
ACA fortnightly catch-up		10:00am	10:30am
ATTENDEES			
Name		Organisation/position	
s47F		Airport Coordination Australia	
s22(1)(a)(ii)		The Department	

Minutes

Agenda Item 1: Northern Winter 2023 Schedule Planning
<ul style="list-style-type: none"> ACA discussed slot allocation planning for the upcoming Northern Winter 2023 scheduling season, noting: <ul style="list-style-type: none"> It is currently going through handback, with some international slots still being fine-tuned. s47G(1)(a) The international ring fence is continuing to provide protection for international carriers from the Northern Winter 2022 Ministerial Direction. International demand has decreased slightly, with some markets not fully recovered to pre-COVID levels. s47G(1)(a) The number of international slots for Northern Winter 2023 are higher compared to Northern Winter 2022, s45, s47(1)(b)
s45, s47(1)(b)

- ACA noted that peak slots are available at Sydney Airport for both domestic and international carriers, noting that some carriers may receive slots 15-30 minutes before/after their original request.
- ACA noted that slot historics for the Northern Summer 2024 scheduling season will be released next week, which are likely to be similar to historics before the COVID-19 pandemic.

Agenda Item 2: Northern Summer 2023 Ongoing Monitoring

- ACA noted that Sydney Airport is not very busy at the moment, apart from one hour during the morning and evening peaks.
- The Department queried ACA on whether there is a pilot shortage and which airlines have been affected. s47G(1)(a)
- s45, s47(1)(b)

Agenda Item 3: Slot concerns

- The Department discussed concerns by s47G(1)(a) regarding Qantas cancellations on the Canberra-Sydney route, noting concerns that politicians will not be able to travel to Canberra during parliamentary sitting days.
- s47E(d)
- s45, s47(1)(b)
- s47G(1)(a)
- ACA noted that flights on higher frequency routes are more likely to be cancelled as passengers can be easily moved to other flights. Higher frequency routes include Sydney to Canberra, Melbourne and Brisbane.
- ACA noted that Qantas are likely to get Canberra-Sydney slots back for the next season, as there is currently no demand for this service amongst other carriers.
- The Department queried ACA on whether there are any barriers preventing Bonza Airlines from obtaining slots at Sydney Airport, s45, s47G(1)(a)
- ACA noted that there are no barriers preventing Bonza from flying to Sydney from a slots perspective and that s45, s47G(1)(a).
- The Department queried ACA on whether it receives a list of cancellation reasons during the season, with ACA noting it does not receive this list.
- ACA noted there is little evidence of slot over filing at Sydney Airport in recent seasons.

- ACA noted that it prefers airlines to have clean schedules to allow it to swap and allocate slots from the waitlist.
- s47E(d)
- Regarding slot overfilling, ACA noted:
 - Slot over filing does happen to a degree, however it is unlikely to occur during peak hours.
 - s45, s47G(1)(a)
 - There is little evidence of over filing at Sydney Airport at the moment as airlines recover from the pandemic.
 - s47E(d)
- ACA noted that the Northern Winter 2023 scheduling season will be the first season where reliable data will become available again post-pandemic so we can begin to properly assess slots airlines are filing for.
- The Department discussed alleged slot hoarding within the industry, with ACA noting:
 - If airlines do not hand back slots they do not intend to operate past the hand back deadline, then it may begin to consider this as slot hoarding.
 - Cancellations up to 80% is still within the rules of the Slot Management Scheme and is not technically considered slot hoarding.
 - s45, s47G(1)(a)

Action Items

ITEM	TIMEFRAME	RESPONSIBLE PARTY	STATUS
1. No follow-up items	-	-	-