

Brisbane Airport Community Airspace Advisory Board (AAB)

Meeting Minutes

Date	Location
18 September 2023	GovTeams (Virtual)

Meeting title	Start time	End time
Brisbane Airport Community Airspace Advisory Board Meeting 02B	13:30 AEST	17:00 AEST

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

Minutes

Agenda Item 0: Optional ANEF Presentation

The Chair, Ron Brent, facilitated an optional presentation on the Australian Noise Exposure Forecast (ANEF) to those in attendance. This presentation was requested as an action item (**Action Item 2.13**) at Meeting #02 on 19 July 2023.

Agenda Item 1: Welcome and Acknowledgement of Country

The Chair opened the meeting at 13:30 and welcomed members and industry advisors to the AAB meeting. The Chair acknowledged the traditional Custodians of the land on which he was joining the virtual meeting from, the Ngunnawal people, and the traditional Custodians of the land on which all attendees were joining from, and paid respects to their Elders past, present and emerging.

Agenda Item 2: Administration and action items

Members agreed that the timeframe for draft minutes to be provided to members for review before publication shall be amended to within 10 business days, in order to ensure high quality minutes are produced.

The Chair noted that the minutes from the previous meeting (19 July 2023) were endorsed out of session and are now published on the AAB website.

The Chair noted that over 30 items were requested to be added to the agenda for this meeting. Many of the issues raised fall outside the scope of the AAB Terms of Reference. The Chair emphasised the importance of the AAB focusing on driving results out of the Noise Action Plan for Brisbane. The Chair sought agreement from members to refer these issues to the forum most appropriately placed to respond, such as the Brisbane Airport Community Aviation Consultation Group (BACACG) and the Noise Complaints and Information Service (NCIS).

Members raised concerns that many of the issues have been raised at BACACG previously, however members are of the view that these issues have not been adequately considered through the BACACG forum.

The Chair noted these concerns and undertook to write to the Minister for Infrastructure, Transport, Regional Development and Local Government (the Minister) to convey issues raised by members which are outside of AAB's Terms of Reference.

Members agreed to establish an Issues Register to keep track of issues that have been raised but are unable to be actioned within the scope of AAB.

The Chair discussed the Action Items list, noting that a number of items were closed out of session.

The Action Item list is at Attachment B.

The Chair asked Airservices Australia (Airservices) to provide a brief update on outstanding Action Items assigned to them.

Mr Diamond queried as to when the requested aircraft data would be available (**Action Item 1.11**).

In response:

- Mr Boyle advised the data was being progressed as a priority and would be released as soon as possible.

Marion Lawie, Community Engagement Senior Advisor for the *Noise Action Plan for Brisbane*, Airservices, advised updates on **Action Items 2.4, 2.5, 2.6** and **2.8** would be provided at agenda item 3. Ms Lawie further noted that a report on Noise Abatement Department Procedure trials (**Action Item 2.9**) had been published by Brisbane Airport Corporation (BAC) (link provided in meeting), information on the turboprop aircraft 600ft turns (**Action Item 2.10**) is available on the Airservices website (exact wording and link provided in session), and the paper being prepared by Envirosuite (**Action Item 2.13**) would be provided out of session.

Ms Bell noted her concern that the NADP trial (**Action Item 2.9**) was produced by BAC and requested an independent review of the trial data.

In response:

- The Chair noted the need to confirm the data is rigorous.
- Mr Boyle noted that the data in the report has been provided by airlines and there is not a large difference between NADP1 and NADP2.
- Mr Curran noted that an independent expert will be conducting a review on a range of matters for the *Noise Action Plan for Brisbane*, and this expert can assist with some of the AAB's questions.
- The Chair requested that BAC provide the report to members for review. Members were invited to provide specific questions on the report to the Chair via the Secretariat and these questions would be answered at the next meeting.

The Chair provided an update on **Action Item 2.15** and advised that members should receive an update on the week of 25 September.

The Chair also requested an update on **Action Item 2.9** by the end of October.

ACTIONS:

1. The Chair to write a letter to the Minister for Infrastructure, Transport, Regional Development and Local Government for response on issues raised by AAB members that are outside the scope of the Terms of Reference.
2. Issues Register to be created to track issues outside the scope of the Terms of Reference and referred to other forums for response.

3. Mr Boyle to provide NADP1 vs NADP2 report for community members' review. Specific questions are to be provided to the Chair via the Secretariat prior to the next meeting. Item to be added to the next agenda.

Agenda Item 3: Airservices update

Ms Lawie provided a status update on the *Noise Action Plan for Brisbane*.

Refer to presentation at Attachment C.

In response to questions from members regarding the volume of submissions received on Phase 2 engagement, Donna Marshall, Head of Community Engagement, Airservices advised:

- More submissions were received from Phase 2 engagement than were received on Phase 1 or through the Post Implementation Review into changes to Brisbane airspace.

NCIS presentation

In relation to **Action Item 1.14**, Ms Marshall presented information on the NCIS.

Refer to pages 9-18 of the presentation at Attachment C.

Mr Diamond asked whether Airservices currently reports on how many complainants are satisfied that action has been taken?

In response:

- Ms Marshall advised that data on satisfaction among complainants in relation to the NCIS service is not currently collected. She noted that where complainants expect their complaint to result in changed operations, they are not likely to be satisfied with the outcome and would not rate their satisfaction highly.
- Mr Diamond noted that people do not know what changes, if any, have been made as a result of their complaints, and therefore they do not see the point in complaining.
- Ms Marshall advised that the hours of SODPROPS trials had been increased, noise abatement procedures added and that BAC discussed with airlines opportunities to fly planes over the bay when tailwind limits do not permit, but where the pilot in command deems it is safe to do so.
- The Chair noted that he is working with Airservices on improved reporting of complaints and contacts to the NCIS.

Ms Stewart asked what percentage of complaints received were anonymous.

In response:

- Ms Marshall advised in July the NCIS reported approximately 9,800 complaints. In addition, approximately 1,000 complaints were received anonymously. These cannot be reported on, as there is no information that lines up to reporting requirements (location, airport etc).

Ms Bell noted the lack of ability to reply to a response provided by the NCIS is problematic if information has been misinterpreted or is incorrect but has been deemed complete.

Ms Bell requested that the Minister implement wellbeing checks for people experiencing issues with aircraft noise and advised this should not be a police check. Ms Bell also asked what was being done to help people affected by noise.

In response:

- Ms Marshall advised Airservices has a duty of care to send police for a welfare check if they are engaging with someone in distress.

- The Chair noted that Ms Bell's comments had been very clearly made and noted. The Chair will include these concerns in his letter to the Minister.

Ms Bell suggested an audit be undertaken to understand whether repeat complainants have received an accurate answer. Ms Bell stated that the Aircraft Noise Ombudsman (ANO) does not address quality of responses from NCIS.

In response:

- The Chair noted this is within the remit of the ANO. The Chair further advised that if the ANO is perceived to not be reviewing a matter appropriately, he would be happy to write to the ANO on behalf of the members.
- Ms Marshall added that Airservices operates on a process of continuous improvement and are undertaking a review on the complaints handling process and quality.

Noise Action Plan for Brisbane Phase One options engagement outcomes

Ms Lawie presented on the outcomes of Phase 1 engagement for the *Noise Action Plan for Brisbane* and noted that AAB feedback on the baseline model tool has been incorporated or, where not currently possible due to time or resource requirements, recorded in a log for future updates.

In response to the summary of community feedback received during Phase 1 engagement, Mr Muller requested that aircraft are not turned over water at less than 19,000ft based on community feedback that this is the lower limit to where noise is perceived as an issue.

Mr Muller suggested that aircraft were not following published procedures.

In response:

- Ms Marshall noted that where aircraft depart over water, they need to turn to travel over land to get to the destinations, particularly if they are travelling west or south-west. She noted that operations and the altitudes at which aircraft cross the coastline are as per published procedures.
- Mr Muller noted that aircraft may be following published procedure and queried if the procedure is appropriate.
- The Chair noted this as a valid concern.
- Mr Muller requested that it is not referred to as 'over water' if an aircraft immediately comes back over land.
- The Chair requested this be referred to as 'initially over water' in future.
- The Chair requested that any feedback AAB members have on Phase 1 outcomes to be sent through to the Secretariat within seven days of this meeting, before the minutes are released.

Engagement with Air Traffic Control

Airservices proposed a session for AAB community members to observe Air Traffic Control (ATC) tower procedures at Brisbane Airport with a Q&A session with technical staff to follow. Date to be confirmed via the Secretariat (update to **Action Item 2.6**).

Airservices noted that initial discussions have been had with air traffic controllers to understand current instructions and operational documents as part of a review of ATC procedures. The review is continuing and an update will be provided to the AAB at a future meeting (update to **Action Item 2.6**).

Noise abatement procedures for non-jet traffic

Airservices noted the four noise abatement procedures for procedures for arriving and departing non-jet traffic over land and the bay.

Refer to pages 33 and 34 of the presentation at Attachment C.

Trial for full length vs intersection departures from RWY19R

Airservices advised they were investigating what options could be introduced for a height requirement or climb gradient to address community concerns that the trial did not include this.

Airservices noted that they will need to investigate what height is required at the first community waypoint to achieve an audible noise difference, and if the aircraft types flown from Brisbane Airport are able to make the required climb. An update will be provided at the next meeting (update to **Action Item 2.7**).

Other business

Airservices presented information requested by Mr Muller on Noise Abatement Procedure (NAP) requirements for aircraft.

Refer to pages 37 to 39 of the presentation at Attachment C.

Mr Muller raised concerns that the flight paths in the graph show aircraft turning further north than the published flight path.

In response:

- The Chair noted that deviations from flight paths can occur for safety reasons, for example weather events.
- Ms Lawie advised that pilots are able to request changes to routing to manage the safety of the aircraft.
- Ms Marshall advised that this matter will be considered in the ATC procedures review being undertaken.

ACTIONS

4. Airservices to provide Phase 1 outcome slides to members for review. AAB members to provide any feedback to Airservices via the Secretariat on Phase 1 outcomes within seven days.

Agenda Item 4: Brisbane Airport Corporation presentation

Refer to the presentation at Attachment D.

Mr Boyle presented on aircraft movements at Brisbane Airport, noting that Brisbane Airport is expected to grow larger by 2040 and these projections can be found in the 2020 Brisbane Airport Master Plan.

Mr Diamond queried as to how Brisbane Airport could expect to meet this growth without a plan in place to manage the anticipated noise pollution generated. Mr Diamond added that the community had received conflicting information both prior to the new parallel runway becoming operational and in the three years since operation of the runway, with a significant increase in noise pollution experienced by the community.

In response:

- Mr Boyle advised that BAC is focused on developing a mechanism that can provide granular data for the community. BAC is committed to meeting growth in demand for aviation services with appropriate noise abatement procedures in place.

Ms Stewart enquired as to how the figures shown compare with other cities with similar populations.

In response:

- Mr Boyle stated he did not have that information on hand but would take it as an action item.

Ms Bell asked what safeguards the Minister would put in place to protect the community while the airport continues to grow.

In response:

- The Chair advised he will include this in the letter to the Minister.

Nick Behrens and Tony Dillon, Economic and Capacity Advisors to Brisbane Airport Corporation, were invited to join the meeting to discuss the economic impact analysis undertaken on BAC's behalf on the potential impacts of a movement cap and night flying curfew at Brisbane Airport.

Mr Behrens and Mr Dillon outlined the work they had undertaken to forecast future passenger numbers at Brisbane Airport in line with requirements provided by BAC, which focused on economic outputs such as the impact on the travelling public, industry and employment in South East Queensland.

Members raised concerns that the analysis only included an assessment of financial impacts, and that there seemed to be a lack of independent verification of the results. Members noted that the community expects more fulsome analysis to be undertaken including assessment of health, environmental and social impacts on the community, as well as analysis of other options and mitigation strategies.

In response:

- The Chair noted the community had clear concerns on the health impacts beyond the economic growth impacts of Brisbane Airport which were outside the remit of the AAB. The Chair affirmed these concerns would be included in his letter to the Minister.

ACTIONS

5. BAC to provide data comparing the growth of aviation in Brisbane with other cities with similar populations.

Agenda Item 5: Community member issues

The Chair opened the floor to the community members.

Ms Bell raised on the issue of non-jet traffic that specific aircraft such as the AC-50 were able to fly over the community without noise abatement procedures. Ms Bell called for increased regulation to limit the use of noisier aircraft.

In response:

- Mr Boyle advised that BAC have noted this issue and is actively working with the operator of the aircraft to emphasise the importance of minimising overflight of residential areas where possible.
- Ms Marshall confirmed that Airservices have also determined to progress the Phase 1 proposal to introduce an early turn for turboprop aircraft; this would require a safety assessment which will take place shortly after the school holidays.
- The Chair asked that this item be closed and that the Secretariat forward Ms Bell's further submitted questions to the NCIS for response.

Ms Bignell questioned why the originally published data for option 1.1 for 'night-time departures over land north' in the NAP4B had been changed.

In response:

- Ms Lawie advised that the original figures used historical data for the current Standard Instrument Departure (SID) while altitudes for proposed SIDs were based on modelling. This does not allow fair comparison across all options so the altitudes for the current SIDs were modelled using the same parameters and the fact sheets updated accordingly.

- Ms Bignell raised that from her experience over the past three years, the modelled height data was overstated by approximately 3,000ft. Ms Bignell requested Airservices note the differentiation on their published documentation.
- The Chair noted the concerns that the updated modelled data may be different to what is actually experienced and asked Airservices to take on board actions to better communicate how these figures are presented to the public.

Ms Bignell enquired as to why the 2018 environmental assessment (EA) document for the Brookfield/Samford Valley area produced by Airservices had not been released to the public.

In response:

- Ms Marshall noted the EA was an internal document and it has not previously been Airservices' practice to share these documents publicly. Airservices is currently in the process of changing this process for future assessments and note the intention to share the 2018 EA for Brisbane once a deidentifying process had concluded as per the Privacy Act requirements.
- Ms Marshall further noted a Noise Footprint Comparison report, which is available publicly, documents the assessment of the final flight path design against the 2007 Environmental Impact Statement (EIS) to identify any variance between the two.
- Ms Bignell expressed concerns about the methodology used in the document to make the assessment, including use of a single day operating scenario and the use of older modelling technology.
- Ms Marshall advised that in 2017, this was the standard model being used, although this has since been replaced with newer technology. Ms Marshall will also investigate why the particular day was chosen for assessment.

Ms Bignell questioned why the Samford Valley community was not advised that the 2007 EIS did not include the Samford area and that Airservices has completed a 2018 EA for Brisbane.

In response:

- Ms Marshall asked the Chair if these matters should be placed on the Issues Register.
- The Chair stated the concerns regarding environmental assessments will be recorded on the Issues Register. The Chair reiterated that the role of the AAB is not to review past decisions but to focus on changes that can be delivered to improve noise outcomes going forward.
- Mr Curran also advised that Airservices would answer any specific questions submitted on the 2018 EA for Brisbane outside this forum.

Ms Stewart expressed concern about the time commitment that community members were needing to dedicate to the AAB, and asked to put a formal request to the Minister for financial compensation to members to attend meetings.

In response:

- The Chair advised he will include the request in the letter to the Minister.

ACTIONS:

6. The Secretariat to send Ms Bell's non-jet traffic questions to the NCIS.
7. Airservices to investigate why a particular day was chosen for the 2018 EA document for the Brookfield/Samford Valley area and provide a response.

Agenda Item 6: Other business

The Chair noted that the next meeting has been scheduled for 22 November 2023 and the following meeting will be scheduled in February or March 2024.

The Chair stated that the group should avoid raising issues out of session and requested members raise these during designated times in the meetings.

Ms Marshall noted member concerns, with out-of-session meetings taking up more time and asked whether members would still like to review Airservices' engagement strategy and materials prior to commencement of *Noise Action Plan for Brisbane Phase 3*.

In response:

- Mr Diamond requested a week's notice for urgent items requiring Community Member input.
- The Chair suggested feedback is sent out of session for Phase 3 engagement strategy and materials, noting that AAB member input is an opportunity for extra community feedback but not the final word from the community at large.

The Chair closed the meeting at 17:00.

Attachment A – Attendees

Name	Position
Ron Brent	Chair – Brisbane Airport Community Airspace Advisory Board (AAB)
Tess Bignell	AAB Community Representative
Stephen Muller	AAB Community Representative
Sandra Bell	AAB Community Representative
Kirsten Stewart	AAB Community Representative
David Diamond	AAB Community Representative
Peter Curran	Airservices Australia – Chief Customer and External Relations Officer
Donna Marshall	Airservices Australia – Head of Community Engagement (<i>Guest</i>)
Marion Lawie	Airservices Australia – Community Engagement Senior Advisor – <i>Noise Action Plan for Brisbane (Guest)</i>
Tim Boyle	Brisbane Airport Corporation – Program Manager Future Airspace Strategy
Nick Behrens	Appearing on behalf of Brisbane Airport Corporation – Economic and Capacity Advisor (<i>Guest</i>)
Tony Dillon	Appearing on behalf of Brisbane Airport Corporation – Economic and Capacity Advisor (<i>Guest</i>)
Mike Healy	Virgin Australia – Fleet Manager
Dave McCutcheon	Qantas Group – Senior Manager Flying Operations, Jetstar
Stephanie Werner	First Assistant Secretary, Domestic Aviation and Reform Department of Infrastructure, Transport, Regional Development, Communications and the Arts
	Secretariat Department of Infrastructure, Transport, Regional Development, Communications and the Arts

Attachment B

Open Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status/Outcome
1.9	18 May 2023	Airline modernisation	Chair to work with Qantas Group representative on what information can be provided to the community on Jetstar fleet modernisation.	Chair Qantas Group representative Secretariat		Written paper to be produced as discussed at 19 July 2023 meeting. Secretariat to circulate response.
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 by BAC at Meeting #2B. Data to be released as a priority.
2.6	19 July 2023	ATC meeting with AAB members	Airservices to organise a session with an Air Traffic Controller to discuss operations with AAB members in the context of opportunities to improve noise outcomes. Airservices to undertake a process to examine Air Traffic Control tower operations to determine whether opportunity exists to improve practice.	Airservices Australia Secretariat		Update provided at Meeting #2B. Secretariat to send out doodle poll with options for a date and time. Airservices to provide update on ATC procedure review.
2.7	19 July 2023	Intersection departure trial investigation	Airservices to investigate what would be involved in expanding the intersection departure trial to include a minimum height for aircraft to reach.	Airservices Australia		Update provided at Meeting #2B. Airservices will continue to investigate with an update provided at Meeting #3.
2.13	19 July 2023	Envirosuite Paper	Envirosuite to provide a paper that explains the different noise measurements and their purposes.	Airservices Australia		To be provided by Airservices out of session.
2.14	19 July 2023	Out of Session NCIS meeting	Secretariat to organise an out of session meeting between the Chair and Airservices to discuss the NCIS complaints reporting.	Secretariat Chair Airservices Australia		Discussions between Chair and Airservices ongoing. NCIS reporting discussed at Meeting #2B.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status/Outcome
2.15	19 July 2023	Health impacts of aircraft emissions	Chair to provide a report on health impacts of emissions from aircraft (item proposed out of session).	Chair		Update provided at Meeting #2B. Chair to provide report by end of September.
2B.1	18 September 2023	Letter from the Chair to the Minister	Chair to write a letter to the Minister for Infrastructure, Transport, Regional Development and Local Government raising concerns from members which fall outside the scope of AAB including health and social impacts, NCIS processes, airport safeguarding, and compensation for community members.	Chair		New item.
2B.2	18 September 2023	Issues Register	The Secretariat and the Chair will develop an Issues Register for items the AAB is unable to progress. Items on the Issues Register shall be referred to the appropriate forums for action.	Secretariat Chair		New item.
2B.3	18 September 2023	NADP1 vs NADP2 report	BAC to provide the NADP1 vs NADP2 report to community members via the Secretariat for review. Members are to provide specific questions which will be addressed at the next meeting.	BAC Secretariat Community members		New item. To be included as an agenda item for Meeting #3.
2B.4	18 September 2023	Phase 1 outcomes	Airservices to provide Phase 1 outcome slides to members for review. Any feedback from members on Phase 1 outcomes are to be sent to Airservices via the Secretariat by 25 September 2023.	Airservices Australia Community members Secretariat		New item.
2B.5	18 September 2023	Airport growth comparison data	BAC to provide data comparing growth of aviation in Brisbane with other cities with similar populations.	BAC		New item.
2B.6	18 September 2023	NCIS questions	The Secretariat to send Ms Bell's non-jet traffic questions to the NCIS.	Secretariat		New item.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status/Outcome
2B.7	18 September 2023	2018 EA investigation	Airservices to investigate and provide an answer on why a particular day measured in the 2018 EA report for Brookfield/Samford Valley was chosen.	Airservices Australia		New item.

Closed Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
1.1	18 May 2023	AAB website	Secretariat to circulate website link to membership.	Secretariat	19 May 2023	Website link circulated to membership via email on 19 May 2023.
1.2	18 May 2023	BFPCA complaint form	Ms Bignell, as a BFPCA office holder, was asked by the Chair to raise removal of the AAB Secretariat email from the BFPCA one-click complaint form.	Ms Bignell	5 June 2023	Ms Bignell advised the AAB Secretariat via email on 5 June 2023 that she discussed the matter with the BFPCA Committee at the Committee Meeting held on 24 May 2023. A decision was made at a vote against removal of the AAB Secretariat email from the BFPCA one-click complaint form.
1.3	18 May 2023	<i>Noise Action Plan for Brisbane</i> stand-alone document	Airservices to publish a simplified document of the <i>Noise Action Plan for Brisbane</i> .	Airservices Australia	1 August 2023	Airservices have published a simple document on the Noise Action Plan for Brisbane <i>Engage Airservices</i> site that provides a simplified summary and shared with community members during Phase 2 engagement.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
1.4	18 May 2023	Airservices consultation advertising	Airservices to provide AAB representatives with detailed information on how they advertised <i>Noise Action Plan for Brisbane</i> Phase 1 community consultation activities.	Airservices Australia	19 July 2023	A summary of promotional activity conducted to support Phase 1 engagement and summary of media coverage was provided to AAB members for the 19 July 2023 meeting.
1.5	18 May 2023	Intersection departure trial	Airservices to confirm communication and procedure changes advised to aircraft operators during the 12-month trial prohibiting intersection departures on the new parallel runway towards the city.	Airservices Australia	19 July 2023	This information was presented by Airservices at the AAB meeting on 19 July 2023. <i>Superseded by Action Items 2.6, 2.7 & 2.8</i>
1.6	18 May 2023	Airservices presentation slides	PowerPoint slides from Airservices' presentation to be circulated to membership.	Secretariat	19 May 2023	Presentation slides circulated to community members on 19 May 2023 and published on the AAB website on 15 June 2023.
1.7	18 May 2023	Piston and turboprop movements	Airservices to provide representatives (Ms Bell) with information on piston and turboprop aircraft overnight flight movements – in what circumstances are they required to fly over the city, and when the aircraft are required to hold at lower altitudes.	Airservices Australia	19 July 2023	Information provided to AAB members and presented by Airservices at the AAB meeting on 19 July 2023.
1.8	18 May 2023	<i>Noise Action Plan for Brisbane</i> Phase 2 options for preliminary feedback	Airservices to brief AAB representatives on draft <i>Noise Action Plan for Brisbane</i> Phase 2 options for preliminary feedback ahead of general community consultation. Community members to provide initial feedback within two weeks.	Airservices Australia Community members	25 July 2023	A virtual session occurred on 25 July 2023 facilitated by Airservices for community members to provide feedback.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
1.10	18 May 2023	Query on draft PIR	Ms Bell to email Secretariat with details on an option included in the Trax International final review report, that may not appear in the final PIR report. Airservices to advise if or why the option is not in the PIR report.	Ms Bell Airservices Australia	19 July 2023	The information from Ms Bell was provided to Airservices via the Secretariat on 3 July 2023. Airservices confirmed at the 19 July 2023 meeting all Trax recommendations were included in the PIR report except for the alternating runway option following community feedback.
1.12	18 May 2023	Noise monitoring	Airservices to provide technical briefing by noise acoustics expert on how aircraft noise is monitored and reported.	Airservices Australia	19 July 2023	This information was presented by Airservices at the AAB meeting on 19 July 2023. <i>Superseded by Action Item 2.15</i>
1.13	18 May 2023	<i>Noise Action Plan for Brisbane</i> query	Mr Muller to provide information to the Secretariat about perceived incorrect existing flight paths included in <i>Noise Action Plan for Brisbane</i> Phase 1 fact sheets for Airservices to investigate.	Mr Muller Airservices Australia	14 July 2023	The information from Mr Muller was provided to Airservices via the Secretariat on 28 June 2023. Airservices has advised via email on 14 July 2023 they have included this in the Phase 1 feedback for review.
1.14	18 May 2023	NCIS processes	Airservices to provide presentation on the Noise Complaints and Information Service (NCIS). To be included as an Agenda Item for AAB Meeting #02.	Airservices Australia	19 July 2023	Included in Agenda for 19 July 2023 meeting. <i>Superseded by Action Item 2.15</i>
1.15	18 May 2023	Noise complaint data	Chair to explore options with Airservices on way complaint numbers are reported.	Chair Airservices Australia	18 September 2023	Detailed discussions held between Chair and Airservices. <i>Item closed as it is covered by Action Item 2.4</i>

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
1.16	18 May 2023	Chair's contact details	Secretariat to circulate the Chair's contact information to AAB.	Secretariat	19 May 2023	Contact details circulated to membership via email on 19 May 2023.
2.1	19 July 2023	<i>Noise Action Plan for Brisbane</i> Phase 2 community engagement sessions	Community members to advise the Secretariat if there are any other suburbs that should be included for the community engagement sessions.	Community members	25 July 2023	Members advised Airservices of suburbs that should be included in the community engagement sessions.
2.2	19 July 2023	<i>Noise Action Plan for Brisbane</i> Phase 2 Options Virtual Meeting with AAB	The Secretariat to distribute a meeting invite for an out of session meeting on 25 July 2023 to discuss the <i>Noise Action Plan for Brisbane</i> Phase 2 Options factsheets.	Secretariat	21 July 2023	Member availability for the session was sought by the Secretariat and a meeting invite was distributed on 21 July 2023. The meeting was held on 25 July 2023.
2.3	19 July 2023	Meeting #02 slides	The Secretariat to circulate Airservices slides to the membership.	Secretariat	20 July 2023	Presentation slides circulated to community members on 20 July 2023 and published on the AAB website on 21 August 2023.
2.4	19 July 2023	<i>Noise Action Plan for Brisbane</i> Phase 1 feedback timeline	Airservices to provide a timeline for the completion of reviewing Phase 1 community feedback. There was feedback from the Community Representatives that not having the Phase 1 feedback completed will create issues of trust and confidence within the community when seeking a second round of feedback on new options. This situation needs to be adequately explained in any correspondence from Airservices when presenting Phase 2 options.	Airservices Australia	18 September 2023	Update on Phase 1 provided at Meeting #2B.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
2.5	19 July 2023	Noise Action Plan for Brisbane Phase 1 implementation timeline	Airservices to provide a timetable for when the early turn for turboprop aircraft proposed in Phase 1 may be implemented.	Airservices Australia	18 September 2023	Update provided at Meeting #2B. Airservices to perform safety assessment after the school holidays.
2.8	19 July 2023	Intersection departure trial details	The Chair to consult with Airservices to provide clear information to the community about the details of the trial.	Chair Airservices Australia	18 September 2023	Superseded by Action Items 2B.3 and 2B.4
2.9	19 July 2023	Intersection departure trial (NAPD2 v NAPD1 discussion)	The Chair to discuss with Airservices the decision to use NAPD2 instead of NAPD1. Airservices to provide clear information to the community about the reasoning behind this decision.	Chair Airservices Australia	18 September 2023	Superseded by Action Items 2B.3 and 2B.4
2.10	19 July 2023	Turboprop 600 ft turns	Airservices to provide written confirmation on whether the turboprop aircraft can turn at the end of the runway <u>and</u> 600 feet or if turboprops can turn at the end of the runway <u>or</u> 600 feet.	Airservices Australia	18 September 2023	Update provided at Meeting #2B.
2.11	19 July 2023	Noise Monitor accuracy	Ms Bignell to provide raw data from the Noise Monitor that was installed on her property to Airservices for investigation. Airservices to provide an update to AAB on the accuracy of noise reporting and any reasons for the differences.	Ms Bignell	18 September 2023	Ms Bignell provided the raw data to the Secretariat, who forwarded on to Airservices on 21 July 2023. <i>To be addressed by Action Item 2.13</i>
2.12	19 July 2023	ANEF Presentation	Chair to provide a presentation on the ANEF before the next AAB meeting.	Chair	18 September 2023	Presented at Meeting #2B.

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
2.16	19 July 2023	AAB Member <i>Noise Action Plan for Brisbane</i> Phase 1 feedback	Secretariat to distribute Mr Muller's Phase 1 feedback to community members. Community members to submit their Phase 1 feedback to the Secretariat. The Secretariat will collate all submissions from community members to submit to Airservices on behalf of AAB members.	Secretariat	1 September 2023	Mr Muller's Phase 1 feedback was distributed to community members on 1 September 2023.
2.17	19 July 2023	Meeting #2B and #03 Agenda	Members to send requested agenda items for next meeting to the Secretariat.	Community members	25 August 2023	The Secretariat emailed members seeking input to the agenda for the next two meetings on 22 August 2023. Members have provided action items to the Secretariat, which have been shared with the Chair for consideration.
2.18	19 July 2023	Airline Modernisation Paper	Ms Bignell and Mr Diamond to provide specific questions to the Secretariat that they would like Mr McCutcheon to answer in the paper for action item 1.9.	Ms Bignell Mr Diamond	31 August 2023	Community members provided questions to the Secretariat, who passed them on to Mr McCutcheon.
2.19	19 July 2023	AAB Meeting #02B	The Secretariat to schedule a virtual meeting in September. The meeting will need to be 3 hours and include a break.	Secretariat	28 August 2023	AAB Meeting 2B was held on 18 September 2023. The meeting was scheduled to run for three hours, including a break.