

MEETING MINUTES

Community Aviation Consultation Group (CACG)

Meeting Date: 26th November 2025

Location: War Room, Terminal Building, 28 Grenier Drive, Archerfield Airport / Microsoft Teams Meeting

Time: 3.30pm to 5.00 pm

Attendees:	AAC:	Airservices Australia:	Airways Aviation
	Nikolay Radev	Marion Lawie	Finlay Emery
	Rhys Moore	Bryden Elssmann	Macavilli Smyth
	Kirsten Crook		Dominic McCarthy
	Maree Washbourne		
	Tracey Wood		
	Planned FX:	Residents	Samford Area Aircraft Action Group
	David Gold	Olivier Cheneval	Tess Bignall
		Tim Roskams	

Apologies:	AAC	Inala Electorate
	Rod Parry	Margie Nightingale MP
	Residents	Oxley Neighbourhood Watch
	Ross Hanson	Lynne Ball

AGENDA ITEMS		
Item No.	Topic	
1	Governance	
1.1	Welcome / Introductions / Apologies - Welcome, Chair will be late, and to start without her if not here soon. - Attendees and apologies as noted above. - Chair requested meeting to be continued by AAC Nik Radev when arrived.	
1.2	Adoption of minutes of previous meeting Approved	
2	Matters arising from minutes	
2.1	- Tim advised the agenda & minutes PDF could not be opened from the Calander invite, they can be sent out as an email to the group. - The previous meeting recording failed with Read AI, and no other recording was used.	

	• Tim raised concerns about the absence of recording minutes from previous meetings, emphasizing the need for accountability. • Confirm the need to have the minutes distributed promptly and for any amendments to be actioned in time. • The lack of the Department's attendance has been noted and confirmed they would only attend if necessary. They are included in invites to the meetings. If we have specific questions or requests on specific topics AAC will pass them on to the Department so they can respond, prior to the next meeting. • The issue of noise detectors in Oxley was discussed. Tim Roskams mentioned the absence of the chair, which affected the discussion. Marion also referenced previous discussions about operational challenges and the need for data to support traffic assessments. Marion confirmed that the action item regarding the installation of permanent noise monitor in Oxley remains unresolved. • Chair asked if actioned the request to write to Airservices for permanent noise monitoring in Oxley rather than temporary one. Item to remain and will be actioned by chair.
2.2	Summary of Meeting
2.2.1	The meeting began with introductions and a focus on resolving technical issues, particularly regarding audio clarity. Tim raised concerns about the absence of recorded minutes from previous meetings, emphasising the need for accountability. Rhys confirmed the last meeting was recorded and reiterated the importance of distributing minutes promptly. The discussion also touched on the lack of participation from a The Department of Infrastructure, Transport, Regional Development & Communication & The Arts update with Rhys indicating that they would only attend meetings when necessary. It was agreed that relevant information would be forwarded to the Department to encourage their involvement. Marion provided updates on various operational matters, including the community request for noise detectors in Oxley and traffic assessments at Archerfield Airport, where insufficient air traffic was noted to justify round -the- clock air traffic controller presence. Marion and Bryden highlighted the operational challenges and the use for data to assess traffic levels and their implications for safety. Group noted the absence of the chair has been noticeable and unable to action matters arising. Archerfield Airport updated on community engagement activities and airport development projects were also shared, including events aimed at fostering community ties and ongoing construction efforts. David outlined the goals of Project Arrow, which aims to enhance airport safety by realigning the secondary runway complex. He detailed the process for the major development plan, which will involve public consultation and environmental impact assessments. Tim raised questions about the visibility of flight paths beyond the airport area, and David clarified that while the current focus is on Archerfield airspace, the plan will consider broader implications. Marion and Bryden discussed the complexities of managing noise impacts and drone regulations, role of pilot communication when the control tower is not operational.
3	Archerfield Airport Update



3.1	PowerPoint attached separately. Airport Community Engagement and Development Updates Kirsten highlighted recent community engagement activities at Archerfield Airport, including Polair's 50th anniversary event. • Hosted the Bendigo Bank's and Community AGM. • The Royal Aeronautical Society's coffee morning aimed at reactivating the student aviation community, with over 30 students attending. • Acacia Ridge Year 6 students site visit and Award. • Food drive for Belong Acacia Ridge Community Centre's Christmas program. Project Arrow Overview & Objectives David discussed the objectives of Project Arrow focusing on the need to improve the secondary runway complex to accommodate light aircraft during adverse weather conditions. The project will involve a major development plan that includes public consultation and various impact assessments. Key improvements will also be made to the taxiway system and airport drainage infrastructure. Flight Path Design and Major Development Plan Updates David provided an update on the investigations concerning the airport's environment and flight path design, indicating a shift towards a single runway layout for secondary infrastructure. He explained the steps involved in the major development plan (MDP), including the preliminary draft and formal consultation phases. Forecasts and Contour Analysis Tim Roskams inquired about the noise forecasts and their interface with Airservices. David clarified that the forecasts are produced by specialists using a detailed assessment of various factors, including aircraft fleet and flight movements. Airservices reviews the technical accuracy of these forecasts, ensuring they meet the required standards.
4	AIRSERVICES UPDATE
4.1	PowerPoint attached separately Update on Noise Action Plan and Flight Procedures Marion presented an update on the Noise Action Plan for Brisbane, highlighting the difficulties in monitoring noise at general aviation airports due to data gaps and the absence of transponders on some aircraft. She also discussed the proposed procedural SIDs for Archerfield, indicating that a report has been released and that it reflects stakeholder feedback. Tim Roskams inquired about the timeline for public release of the SIDs and the consideration of cumulative noise impacts from both Brisbane Airport and Archerfield. Marion advised that information provided in Phase 6 engagement focused on information about Brisbane Airport traffic noise. About 30% operations out of or into Archerfield use IFR, (instrument flight rules) and would therefore use the procedural SIDs. The remainder would continue to use radar and visual operations.



	• Air Traffic Control Tower Hours Marion and Bryden advised that pilots are responsible for managing their own operations and communicating amongst themselves where there is no tower or it is outside of tower hours and mentioned the CTAF (Common Traffic Advisory Frequency) as the established method of communication between pilots. Olivier raised concerns about pilot's communication and safety, during circuit operations outside of tower hours. Bryden acknowledged these concerns and noted that staffing issues at the tower can lead to more pilots flying during off-hours. Discussion continued safety and communication among pilots during tower closures and the resources available to pilots. Integrating Drones into Australian Airspace Marion presented on drones, noting that CASA is the regulator and Airservices will manage drone traffic as per other aircraft. Airports may provide take-off and landing areas. Marion advised that the air traffic management system for drones called FIMS (Flight Information Management System) is expected to launch mid-2026. Marion shared data on projected numbers of drone flights up to the year 2043. Tim asked will every Drones be tracked everywhere. Will they need authorisation in controlled airspace. More about tracking rather than controlled, will you know when it crashes and be notified. Marion advised would be a CASA situation. Tim asked Emergency flights - is it registered as an emergency flight or an emergency class aircraft that have exemption? Helicopter doing a request medically, or if its training will depend on flight path. Will come under Air Traffic Control still. Nik provided further detail that private aircraft are used for flying medical doctors, or organs will also be exempt. Tess asked What is the typical height flight for a drone? Marion advised approval is required depending on the weight, do need clearance with the tower & permission from CASA.
5	Department of Infrastructure, Transport, Regional Development & Communication & The arts update
5.1	Will not be attending the meeting – no update
7	Other Business
7.1	Tim brought up past questions regarding the lead fuel used at Archerfield and to be phased out by 2030. Even though advised Archerfield does not sell the fuel, not our responsibility, due to proximity to the city, people have concerns about the aerial deposition of the lead over their heads. Tim asked one 3-part question, how much of that fuel is sold? • How quickly will it be phased out?



	Have any studies been done about monitoring it or checking on the status of the aircraft that use that fuel and how much lead emits from the exhaust. Would like it raised again. Nik advised around the impact and how it's out of the airports control. They are legislated under Commonwealth Government. Tess responded what we comply with does not mean we need to make it the standard. It is abhorrent that you do not want to do anything to improve our lead footprint. It is on us and our social conscience. 2nd Question from Tim apart from Fly Neighbourly are there any other specific initiatives Archerfield has, to minimise noise impacts, and on the way, you brief pilots. Nik responded we communicate fly neighbourly and discuss in our safety meetings, we promote this, happy to take suggestions without having authority to direct pilots.	
8	Next Meeting & Closure Finished at 5pm 18 February 2026 3.30pm.	ACC & Chair

