

Community Aviation Consultation Group

MEETING MINUTES

Meeting Date:	30 July 2026	
Location:	South Sports Club, Meeting Room, 174 Mortimer Road, Acacia	
Time	3.30pm- 5pm	
Attendees	Ron Brent - Chairperson Sara Hales - AAC Kirsten Crook - AAC Michael Lee - AAC Maree Washbourne - AAC Tracey Wood - AAC Andrea Lomas- Airservices Australia Bryden Elssmann - Airservices Australia Lynne Ball - NHW Oxley Olivier Cheneval Tim Roskams	Ray Ison - OCCA Michael Lobb - Acacia Ridge State School Michael Dopking - LifeFlight Gemma Kivell - Souths Sports Club Maria Becis - Bendigo Bank Dominic McCarthy - Airways Aviation Jenny King Forest Grove Retirement Village Tracey-Lee Cheesman - Our Lady of Fatima Primary School
Apologies	Nikolay Radev - AAC Marion Lawrie - Airservices Australia Julie-Ann Campbell - MP Morten	Lester Drew - @realty Steve - Griffiths University Bridget Edwards - DILSP

AGENDA ITEMS		
Item No.	Topic	
1	Governance	
1.1	Welcome / Introductions / Apologies Welcome, and introduction from the Chair, gave his work background history of his involvement in handling complaints and dealing with integratory issues and was the first Australia Aircraft Noise Ombudsmen. He emphasised that he is an independent Chair and is also the chairperson for Sunshine Coast & Gold Coast airport community forums. He made clear his motivation for taking on the role as chair of this forum is to	



	contribute to making it a constructive and valuable community engagement forum. - Attendees introduced themselves to the new forum. - Expectations of the meetings to be constructive, productive and make a difference. The Airport will provide information about the airport and engage and coordinate on airport issues. Not all issue will be within control of the Airport e.g. flight paths or noise overhead, the principal control for which is with the tower and Airservices. But there may be opportunities for the airport to have some influence, even in these issues through fly neighbourly agreements. - CASA deals with air safety issues and does not attend these forums, if any CASA issues are raised the Chair will involve them. - The Chair stated that he will be reasonably strict on time, to allow everyone space to contribute. - Minutes will be a summary of the meeting, noting key issues and conclusions, not a record of all conversation. - The meeting is not a decision-making forum on matters of aviation operation, however, there will be decisions such as where the group requires the Chair to write on behalf of the group (to Airservices or the Minister for example) or to formally raise an issue, seek information, or request action from another party. These will be noted in action points. - TOR & code of conduct gives a general guide to the role and the structure. Discussed the current TOR. In the absence of a functioning CACG and Chair, AAC had developed Terms of Reference (TOR). The Airport is very open to feedback on the TOR. Action: Members should submit feedback prior to the next meeting. The TOR will be an agenda item at the next meeting.		
1.2	Noting minutes of previous meeting. As this is a newly formed CACG to replace the previous group it cannot endorse previous minutes, but I will arrange to have them amended as requested by some members who were on the previous CACG. The minutes distributed were revised after (Airservices suggested) revisions. Action: Secretariat To check on previous minutes to make sure updates were done for Feb 2025. [Secretary has since advised that changes and updates have been made and minutes uploaded to the website].	Accepted	
2	Matters arising from minutes	Status	Date
2.1	Opening the minutes from the Calendar invite. Majority are having no issues in opening the current minutes /agenda sent out.	Closed	30.07.26

	- Recording of minutes: - Confirmed recording device used and note taking by secretary. - Department of Infrastructure not attending. Chair will invite them to meetings and can offer attendance via Teams. He will seek to identify specific issues on which to press for Departmental attendance - Noise Detectors Oxley Action: The chair will write to Airservices to request installation of noise monitoring for Archerfield Airport. (Airservices emphasised that there is no guarantee that noise monitoring can be provided. The request is to initiate a process to see if possible)	Closed	30.07.26
		Ongoing	30.07.26
		Ongoing	30.07.26
2.2	ACTION LIST & Recommendations		
Refer to Attachment 2 for full details			
3	Archerfield Airport Update		
3.1	PowerPoint display AAC CACG Presentation.pptx Sara introduced herself as the new General Manager of Aviation Operation at Archerfield Airport. Project Arrow Overview & Objectives Realignment of the grass runways is a priority infrastructure development for Archerfield Airport Corporation (AAC) to reconfigure and optimise the secondary crosswind runway facilities, which will cater for current and future general aviation needs, enhance aviation safety, daytime operational flexibility, and unlock key strategic aviation development sites within the airport precinct. Members noted the opportunity if taking off south bound, to adjust and turn left to avoid going over people's houses, If it is possible to miss a lot of the residential areas. This was considered a good suggestion that Airservices will consider. Hangar 101A & B Now completed and confirm LifeFlight will be the new tenant, currently in the process of moving into the hangar. Hangar 101B Still negotiating a contract with an American company.	Sara Hales	
4	AIRSERVICES UPDATE		



4.1	PowerPoint display - Airservices YBAF CACG 30 July 2026.pdf Andrea introduced the role of Airservices at airports: - provide navigation services for air space with safety in the air and on the ground the top priority. Airservices includes air traffic control, support services, special projects, community engagement, the Noise Complaints and Information Service. Update on Noise Action Plan For Brisbane Airport Explained the previous packages and are working on Package 4 to optimise the performance of the wider Brisbane airspace system. Discussed the SIDs (Standard Instrument Departure) for Archerfield Airport to reduce airspace complexity and increase the opportunity to use SODPROPS (Simultaneous Opposite Direction Parallel Runway Operations) at Brisbane Airport in peak times to put more traffic over the ocean. Noise Complaints for Archerfield from 01/01/2026-30/06/2026 These are on the website and can be searched with various parameters such as changing locations and date ranges. Complaints/enquiries in the latest report were mainly about Helicopter and emergency flights. Discussion around the current committee members, noting Archerfield Airport related operations are originating from locations outside of the area represented by the current CACG committee. The Chair responded that only one applicant was from outside the area relatively close to Archerfield. Their focus was on Brisbane Airport issues. The airport responded that the focus on inviting others to join the CACG has been to ensure community local to the airport is well represented and the focus will be on Archerfield issues. A member sought clarification on helicopters – emergency flights It was confirmed If they are flying low over houses, they are attending an incident or scene or heading to the hospital. They fly higher up if they are conducting non urgent transport/logistics.	Andrea Lomax						
5	Department of Infrastructure, Transport, Regional Development & Communication & The arts update							
5.1	Will not be attending the meeting unless required– no update.							
6	Noise Complaints Archerfield Airport							
6.1	Complaints to the Airport from Nov 2025 – July 2026 <table><tr><td>Flight Path</td><td>1</td></tr><tr><td>In Flight Noise</td><td>8</td></tr><tr><td>Low Flying Aircraft</td><td>3</td></tr></table>	Flight Path	1	In Flight Noise	8	Low Flying Aircraft	3	Sara Hales
Flight Path	1							
In Flight Noise	8							
Low Flying Aircraft	3							



	There is interaction between Airservices, aircraft operators and airports, Fly Neighbourly agreements can be a way of addressing some of the concerns with Aircraft operators. Action: CACG members should identify any issues that can influence development of the Fly Neighbourly agreement. Other noise issues will generally be referred to Airservices for investigation.	
7	Community Feedback	
7.1	The Chair emphasised that he would ensure that every agenda includes adequate time for the community members to raise and discuss issues of concern to them. Presentations from the Airport and Airservices are valuable but must not crowd out community issues and discussion. - Members would like role clarity on the Airports role and sphere of influence. ACTION; Sara to present on the Airports roles and influence in aviation and noise management at the next meeting. - Members to hear about environmental issues of the airport, bird strike, invasive species etc. ACTION; Michael Lee to present on the airports Sustainability Strategy early next year. AAC happy to share the document, with members following finalisation. - Roading Infrastructure: In a response to a questions the Chair advised that this is definitely a forum to discuss and provide input on the infrastructure of the roads near the airport. Ray extended invite to Peaks to Points Festival that is on between 25 July – 9 August 2026. Have a look at the website or Facebook to check them out.	
8	Next Meeting & Closure The Chair confirmed that everyone happy with the current location and timeframe for meeting. The Airport will continue using the venue. The meeting closed at 5pm. Next Meeting 12 November 2026 3.30pm.	ACC & Chair



Attachment 2 CACG ACTION LIST

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date (Target)	Status
1	30 July 2026	AAC Terms of Reference & Conditions for the CACG.	Submit feedback to Ron prior to next meeting 12 Nov 2026	CACG Members	12 Nov 2026	
2.	30 July 2026	Installation of temporary noise detector at Oxley.	Chairperson to write to Airservices to request installation of noise monitoring for Archerfield Airport	Chair	12 Nov 2026	
3	30 July 2026	Fly Neighbourly	ACC are currently reviewing the document. Open to the Forum to submit their feedback/opinions to be sent to Ron before next meeting in November 2026	AAC CACG Members	12 Nov 2026	
4	30 July 2026	General Manager of Aviation Operations to present at next CACG	Presentation on the Airports roles and influence in aviation and noise management at the next meeting.	Sara Hales	12 Nov 2026	
5	30 July 2026	Airport Environments Issues	Presentation on the airports Sustainability Strategy early next year. AAC happy to share the document, with members following finalisation.	Michael Lee	2027	

