

APPENDIX FOUR

BRISBANE AIRPORT ENVIRONMENTAL COMMITTEE

ORIGINAL MEMBERSHIP AND TERMS OF REFERENCE

Date: 8 December 1992

BRISBANE AIRPORT CONSULTATIVE COMMITTEE (BACC)

ENVIRONMENTAL SUB COMMITTEE

TERMS OF REFERENCE

The Environmental Sub Committee of the BACC will comprise **ten** members constituted as follows: **two** representatives from the airline industry (one from Management, one from Operational area); one from FAC; one from CAA and six community representatives, the Federal and State Governments and the Brisbane City Council each nominating two representatives - one representing the southside community and one representing the northside community.

Appointments will be made by the three levels of government for an initial period of two years, subject to renewal at the end of that period, unless determined at an earlier date by agreement. The airline representative will be elected by the BACC for an initial period of two years, subject to renewal at the end of that period, unless determined at an earlier date by agreement.

The Sub Committee shall be chaired by the FAC representative.

In addition, there is to be provision for the inviting into the Sub Committee discussions up to **three** technical experts who would not be permanent members of the Sub Committee.

The Sub Committee shall consider and, where it considers appropriate, bring environmental issues and concerns, particularly those related to aircraft noise, before the BACC for consideration.

The Sub Committee shall elect from its number, two members to represent it before the BACC. Preferably, one of these members shall be from the southside and the other from the northside.

BRISBANE AIRPORT ENVIRONMENT COMMITTEE
PROPOSED TERMS OF REFERENCE

1. PURPOSE

The purpose of the Brisbane Airport Environment Committee (the Committee) is to encourage cooperation between airport and community by providing a forum for solving problems and to consider, and where it considers appropriate, make recommendations on environmental issues and concerns which arise from, or impact on, the operation of Brisbane Airport.

Those issues include, but are not limited to:

- aircraft noise complaints and handling.
- revision, implementation and adherence to flight paths.
- timely and meaningful provision of aircraft noise and flight path monitoring system information.
- emissions from aircraft and other sources within the Airport.
- providing input to airport authorities' plans to prepare and distribute public information and undertake education programs in relation to environmental aspects of Airport operations. This might include:
 - ⇒ public meetings
 - ⇒ information sessions
 - ⇒ topical publications
 - ⇒ paid advertisements
 - ⇒ display and information services
 - ⇒ education programs in schools and community groups
- provide research and access to information on noise abatement programmes and issues at other airports (Australia and world wide).
- a press release will be made to distribute information on the activities of the Committee following meetings as appropriate.
- consultation on matters including, but not limited to, the production of Australian Noise Exposure Forecasts (ANEFs) for the Airport.

2. SCOPE OF POWER

The Committee will have powers to consider and to make recommendations to the appropriate authority on any Airport-related environmental matters which are brought to its attention.

3. MEMBERSHIP

The Committee will comprise representatives from each of the following:

Community Representatives

- Six (6) community representatives nominated by the three levels of government as below:
 - Federal Government Northside
 - Federal Government Southside
 - State Government Northside
 - State Government Southside
 - Brisbane City Council Northside
 - Brisbane City Council Southside

It is intended that a reasonable geographical spread covering areas most affected by aircraft noise be achieved.

Aviation Agencies

- Airport Operator (Brisbane Airport Corporation Limited) (1)
- Brisbane Air Traffic Control, AirServices Australia (1)
- Environmental Branch, AirServices Australia (1)
- Federal Department of Transport (1)

Airlines

- Ansett (1)
- Qantas (1)

Local Government

- Brisbane City Council (1)

State Government

- Department of Environment (1)

Attendees

The Chairperson may, with the approval of the Committee, invite other persons on an adhoc basis to attend meetings or to address the Committee on particular agenda items.

Alternates

Any member may nominate an alternate when the member is unable to attend the meeting for any reason.

4. CHAIRPERSON

The Committee will be chaired by the Airport Operator.

5. SECRETARY

The Airport Operator will provide secretarial services to the meeting such as recording of the proceedings of the meeting, issue of minutes of proceedings, preparation of Agenda, internal correspondence and other duties which may arise from the course of the meetings.

The Secretary shall not be a participant at the meeting unless requested to do so by a majority of those members present and then only on points of explanation.

6. APPOINTMENTS

Community members of the Committee will be appointed by the local state and federal members.

7. MEETINGS

The Committee will meet on a bi-monthly basis, or at other intervals, as decided by the Committee.

8. QUORUM

Meetings will only be constituted by the presence of two-thirds of those eligible to attend. In the absence of a quorum, the meeting will continue but any decisions require ratification by the next meeting.

9. ATTENDANCE

Members who are absent from three successive meetings without an acceptable excuse will have their positions on the Committee declared vacant and new members will be sought from the organisation responsible for their appointment.

10. MINUTES

The reported minutes of meetings shall be forwarded to members not later than seven (7) working days following such meetings.

Relevant organisations are to provide the Secretary with information on, and/or action taken on matters arising from a meeting and item for the next agenda at least twenty-one (21) working days prior to the next Committee meeting. This information will be copied to Committee members together with the agenda for the next Committee meeting.

11. EXPENSES

Each community representative shall be paid \$10 for each meeting attended, which shall represent reimbursement for all out of pocket expenses in relation to their involvement with the BAEC; and in addition payment of return fares of those community representatives who prefer to travel to BAEC meetings and any BAEC sub committee meetings by taxi.

12. REVIEW

These Terms of Reference shall be reviewed after twelve (12) months.