



Sunshine
Coast
Airport

Sunshine Coast Airport

...the natural choice

20 July 2023

COMMUNITY AVIATION FORUM

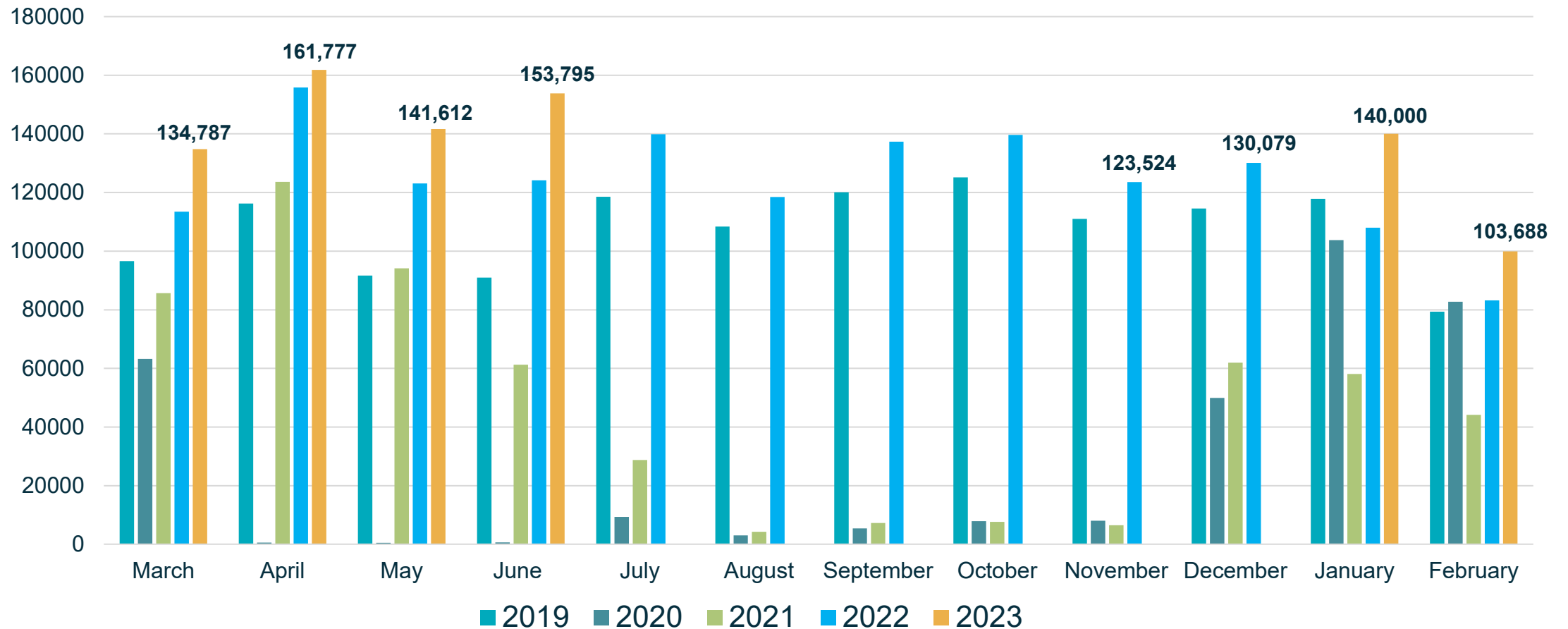
Agenda

ITEM	TIME	LEAD
Welcome and Introductions <ul style="list-style-type: none">• Actions from meeting 23 March 2023	5:30pm	Ron Brent
Sunshine Coast Airport <ul style="list-style-type: none">• Welcome and Airport Update<ul style="list-style-type: none">• Passenger and Connectivity Update<ul style="list-style-type: none">• Terminal Redevelopment Engagement• NAP Procedures	5:40pm	Kylie Ezzy Scott Norris Kylie Ezzy Kate McCreery-Carr
Airservices Australia Update <ul style="list-style-type: none">• ATC Update• NCIS Complaints Update• PIR Update	6.00pm	Donna Marshall John Graham
Member Updates and Other Business	6:20pm	All
Conclusion	6.50pm	Ron Brent

Aviation Update

Passenger Numbers 2019 - 2023

1.63M
Pax in FY2023



Connectivity update



Bonza Changes

- Tamworth, Coffs Harbour and Port Macquarie removed.

Air New Zealand

- 25 June – 15 October
- 3 x services a week (Wednesday, Friday, Sunday)

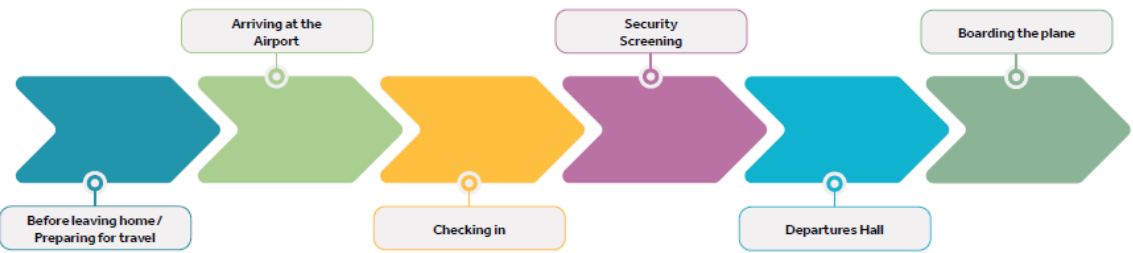
SUNSHINE COAST AIRPORT TERMINAL EXPANSION

COMMUNITY ENGAGEMENT

WE ENGAGED THE COMMUNITY IN TWO WAYS:

Focus groups & presentations to community groups

Sunshine Coast Airport engaged with 280 people in various focus groups and community presentations (online and in-person) including disability, seniors, families and current terminal tenants.



An online community survey

Sunshine Coast Airport developed an online survey which was live from 24 March – 16 April. Over the three week period, 2,076 responses were received.



10	280	2,076	2,356
Focus groups and community presentations	Focus group participants	2,076 survey responses	Total people engaged

SUNSHINE COAST AIRPORT TERMINAL EXPANSION

Have
your say

The domestic terminal at Sunshine Coast Airport is expanding. This is an important project for the whole region and it's important to us.



Click to complete a survey to help shape our terminal.



Community Survey: Domestic Terminal Expansion

Sunshine Coast Airport is embarking on a terminal expansion to deliver an improved passenger and visitor experience. While 50% of the terminal design has been completed, we are seeking feedback from the community via this online survey to guide the final 50% of the design.

This is an exciting project for the whole region. Your input is important to us as we want to ensure the new design reflects the uniqueness of the Sunshine Coast.



SUNSHINE COAST AIRPORT TERMINAL EXPANSION

COMMUNITY ENGAGEMENT

KEY DEMOGRAPHICS OF SURVEY RESPONDENTS

Reasons for Travel



Travel for leisure
62%



Visiting family & friends
59%



Travel for business
26%

Recency of Visit



In the last month
51%



In the last 6 months
31%



Over 12 months ago
16%



Never visited
2%

Visitation Frequency *in the last two years*



22%



31%



20%



19%



8%

Airport Arrival Time



Less than an hour before
10%



1 hour before
38%



1.5 hours before
37%



2 hours before
17%



3 hours + before
1%

SUNSHINE COAST AIRPORT TERMINAL EXPANSION

COMMUNITY ENGAGEMENT

FACILITY AND DESIGN SUGGESTIONS (CAPITAL)

ARRIVING AT THE AIRPORT

- Variety of parking options
- Covered walkways: carparks to terminal
- Drop-off / pick-up for people with a disability.

CHECKING IN

- Check-in kiosks are of interest, as long as there is staff on hand for when things go wrong
- Passengers would like the option to use automatic bag drop and in-person bag drop.

SECURITY SCREENING

- Provide a dedicated area with seating to re-collect belongings, put on shoes, etc post screening. Should include a range of seating options and benches/tables.

DEPARTURES HALL

- Provide an ample range and variety of comfortable seating options
- Quiet zone/chill space
- Views and sightlines of the runway and planes taking off / landing.
- Kids play area
- Parents room (change tables, privacy chair for feeding, filtered water, microwave and a small enclosed space for play).
- Plenty of charging points including USB-A and USB-C points.
- Well-designed, accessible bathrooms (accessible toilets, adult and child change tables and hoist)
- Ample toilets to adequately cater for growing passenger numbers.
- Favourable response to a hero restaurant / bar.
- Favourable response to an airline lounge.
- Clear and accessible display cabinets.

BOARDING THE PLANE

- Covered walkways: terminal to aircraft
- Ramps preferred to stairs.

COLLECTING LUGGAGE

- Seating inside the baggage reclaim hall.
- Well-designed, accessible bathrooms (accessible toilets, adult and child change tables and hoist)
- Parents room (change tables privacy chair for feeding, filtered water, microwave and a small enclosed space for play).

SUNSHINE COAST AIRPORT TERMINAL EXPANSION

COMMUNITY ENGAGEMENT

FACILITY AND DESIGN SUGGESTIONS (CAPITAL)

Overall Ambience / Look & Feel

1. Calm and welcoming spaces which are reflective of the Sunshine Coast.
2. Wood, glass and natural materials are reflective of the Sunshine Coast. However, need to ensure good acoustic treatments to absorb noise.
3. Greenery was highly desired by all participants in the focus groups. Greenery can be de-escalating for people with sensory needs and is reflective of the Sunshine Coast.
4. High soaring ceilings and natural light make the place feel inviting, feeling like you're on holidays.
5. Too many colours and patterns can be triggering for people with sensory needs.

'Very Important' Support Services

1. Additional seating (68.5%)
2. Covered walkways between carparks and terminal and terminal and aircraft (59.9%)
3. Self check-in facilities (54.4%)
4. Accessible pick-up and drop-off zones (52.3%)
5. Automatic bag drop facilities (51.2%)
6. Improved signage and wayfinding (47.9%)
7. Child and parent friendly facilities (45.8%)
8. Use of sustainable materials (44.3%)
9. Accessibility information on SCA website (42.8%)
10. Wheelchairs (41.1%)
11. Showers and toilet facilities for people with a disability (39.1%)
12. A quiet space / chill zone (38.7%)
13. Facilities for assistance dogs (33.6%)
14. Showers and change room facilities (26.5%)
15. Easy access to lockers (11.7%)

Other feedback from survey (Q16)

1. Inclusion of an airline lounge (approx 212 mentions out of 1,116)
2. Additional seating and more comfortable seating options (approx 111 mentions out of 1,116)
3. Covered walkways, ramps and aerobridges (approx 89 mentions of keywords including covered walkways, ramps, aerobridges)
4. Availability of a kids play area or separate space for families, including parent's room (approx 64 mentions of keywords including kids play, parent's room)
5. Quiet areas or places to chill (approx 30 mentions of keywords including sensory, quiet, chill)

SUNSHINE COAST AIRPORT TERMINAL EXPANSION

COMMUNITY ENGAGEMENT

SERVICE DELIVERY SUGGESTIONS (OPERATIONAL)

BEFORE LEAVING HOME

- Help people familiarise themselves with the terminal before leaving home (social stories, sensory maps, links to airline information).

ARRIVING AT THE AIRPORT

- Improve customer service to provide assistance to people who require it.

CHECKING IN

- Concierge service to assist passengers with special needs
- Express queue for people with special needs and families traveling with young children.

SECURITY SCREENING

- Express queue for people with special needs and families travelling with young children.
- Concierge service to assist passengers with special needs
- Improve customer service training and empathy for security staff.

DEPARTURES HALL

- Variety of food options at a variety of price points.
- Open layout of F&B facilities and restaurant, improve accessibility.
- Clear and accessible display cabinets
- Variety of ways to order food, including face to face or via an app or kiosk.
- Local food brands and retail products.
- Music and performing artists could perform in the pop-up areas.
- Limit flashing and neon lights as this can be triggering. Opt for yellow / warmer lighting over harsher white lighting.
- Easy access for food deliveries, especially for perishable and refrigerated produce (consider a priority queue for screening produce deliveries).
- PA announcements can be triggering. Suggestions include a softer announcement tone or pre-announcement tone to alert passengers of an imminent announcement.

BOARDING THE PLANE

- Clearer information from airlines about what to expect when boarding a plane if you are a person in a wheelchair.



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Noise Abatement Procedures



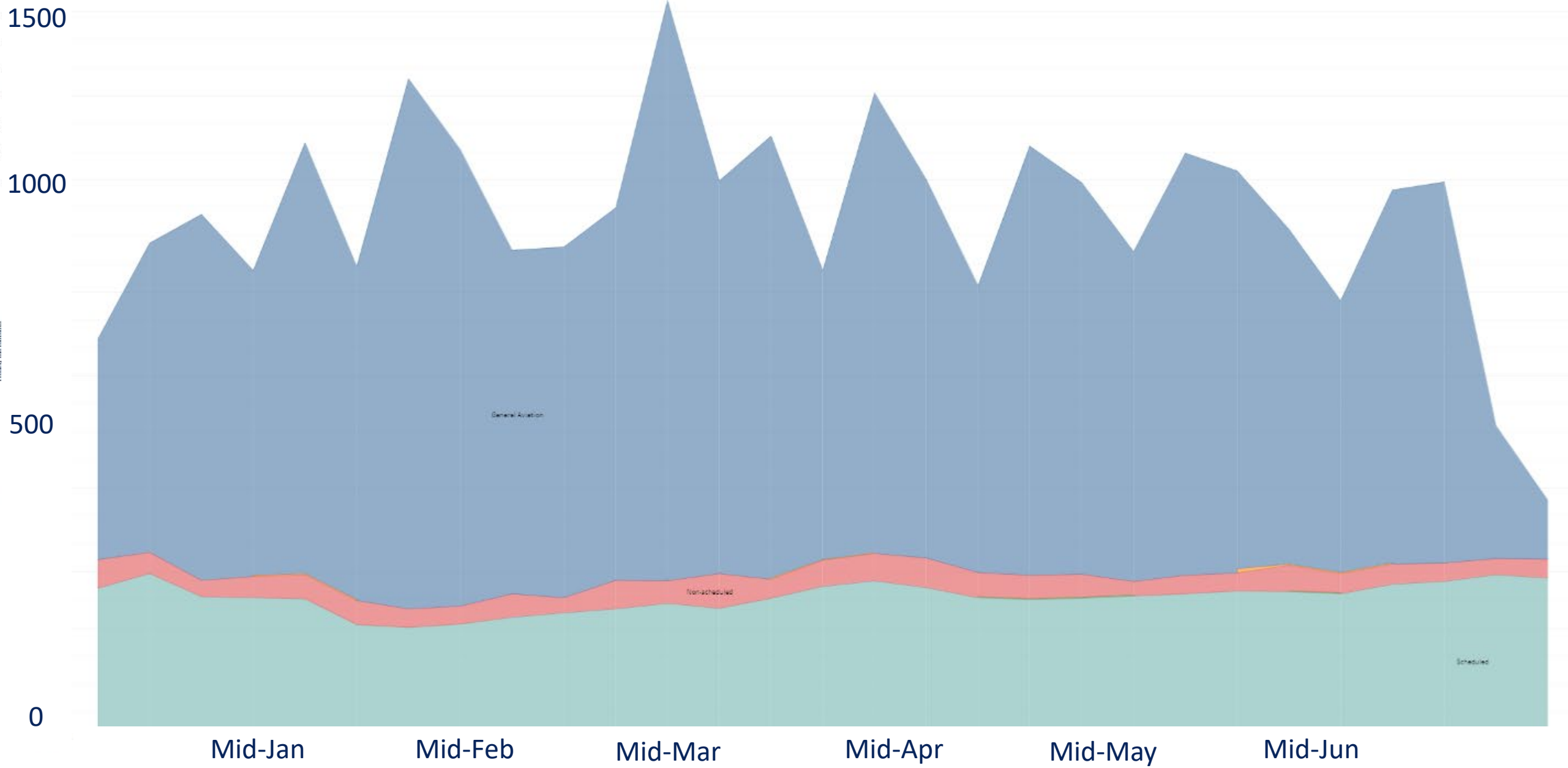
Sunshine Coast CAF Airservices Update



Donna Marshall – Community Engagement Head
John Graham – Community Engagement Advisor

20 July 2023

Air Traffic Movements



NCIS update

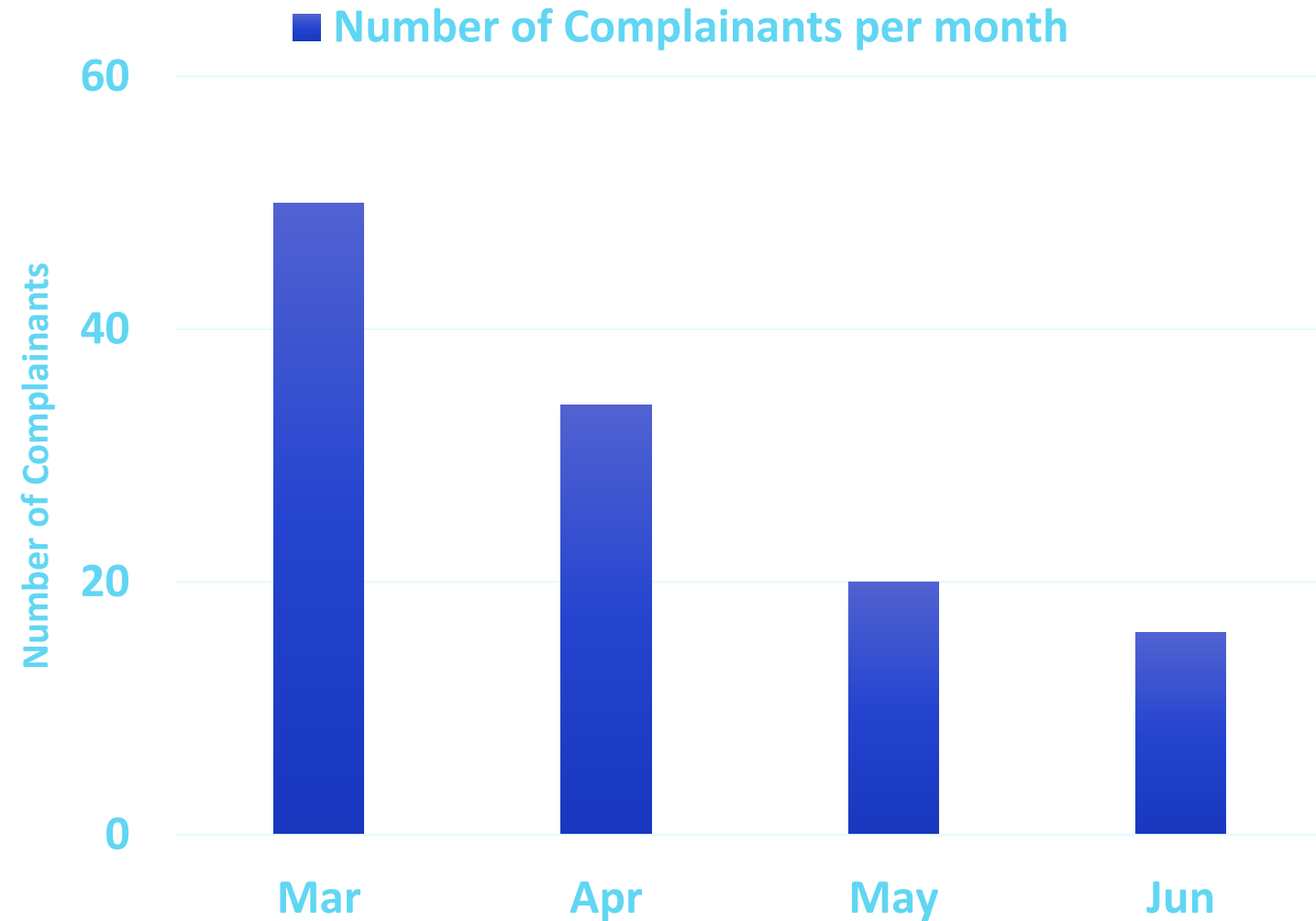
March – June 2023

Complainants

- 96 complainants (26 new)
- 353 contacts

Suburbs

- 29 suburbs recorded complainants
 - Verrierdale (12)
 - Marcus Beach (11)
 - Peregian Beach (11)
- 13 suburbs recorded a single complainant

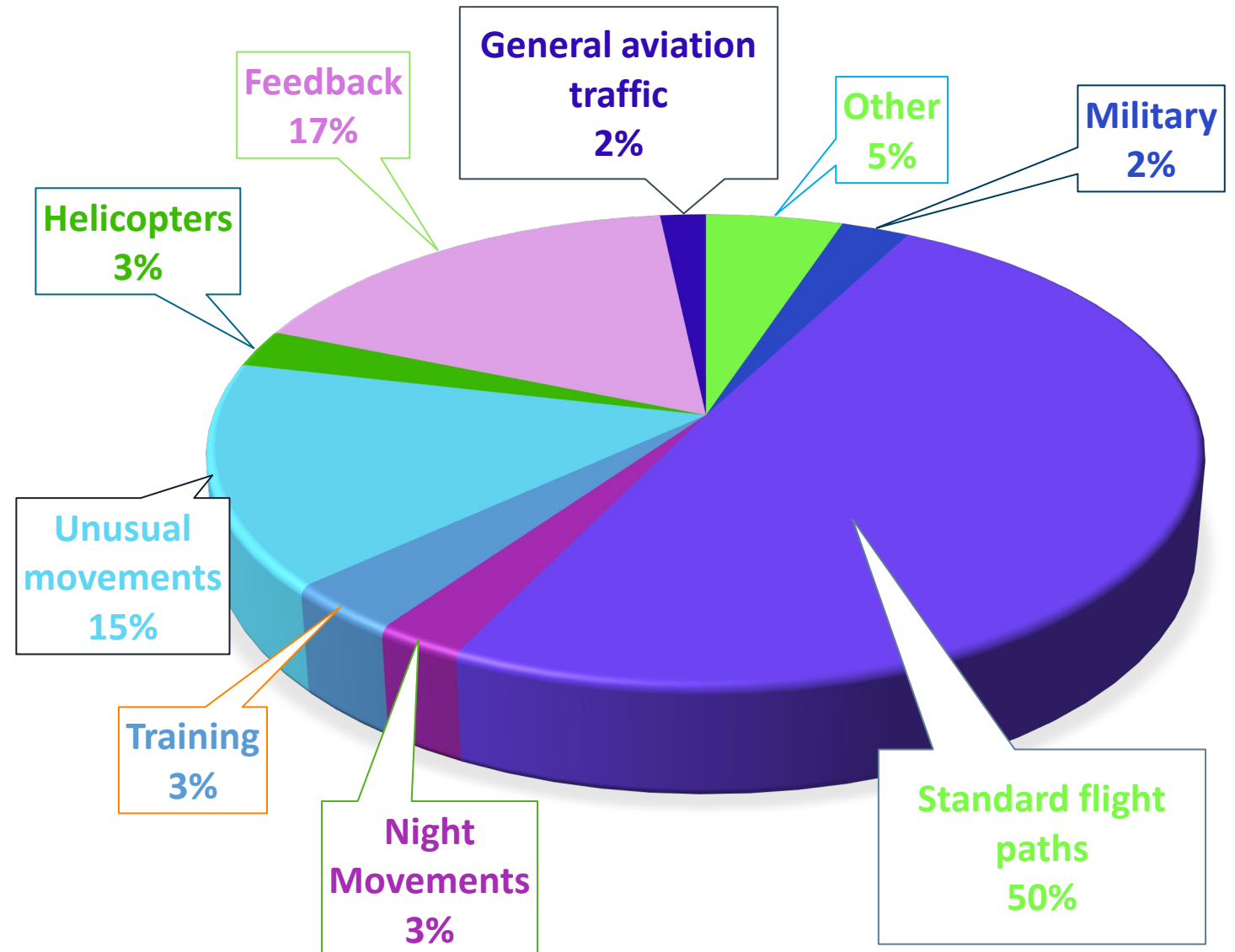


NCIS update

March – June 2023

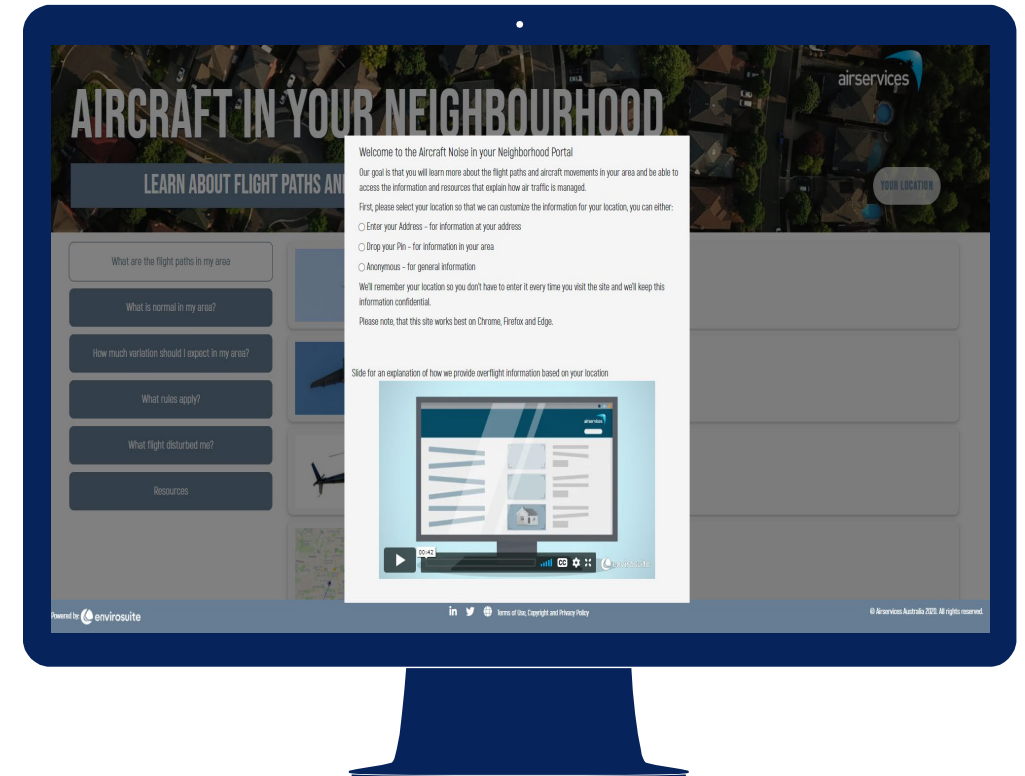
Issues

- Standard flight path movements
 - Outside tower hours ops (21)
 - RWY 13 Arrivals (21)
 - Multiple RWY directions (8)
 - RWY 31 Departures (7)
- Unusual movements
 - Traffic management (10)
 - Weather diversions (4)
 - Missed approach (3)
- Training - circuits
 - Fixed wing (2)
 - Helicopter (2)
- Night Movements
 - Emergency services (3)



Aircraft in your neighbourhood

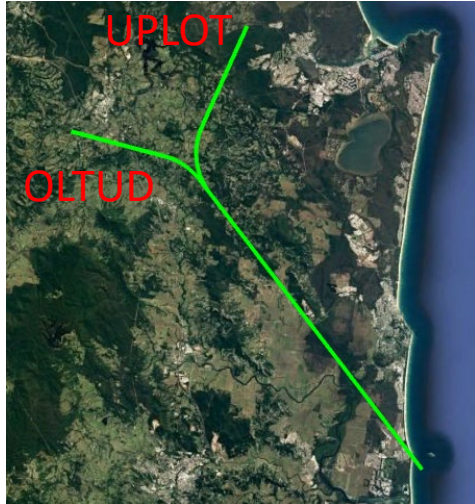
- <https://aircraftnoise.airservicesaustralia.com/>
- Enter your address or select Sunshine Coast
- Select 'What flight disturbed me' and 'Sunshine Coast complaints report'
- June 2023 now available



Previous meeting – actions

Action 1 cont. - “which routes for which destinations and how often per week”

Capture period: 31/01/23 – 18/07/23 (169 days)

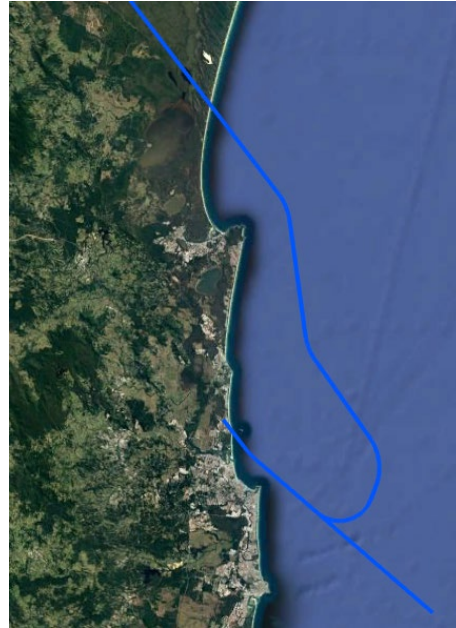


RNP Z 13 (via OLTUD)

281 arrivals – 1.66/day
Cairns, Mackay, Proserpine,
Rockhampton, Townsville,
Brisbane (Wellcamp), Avalon

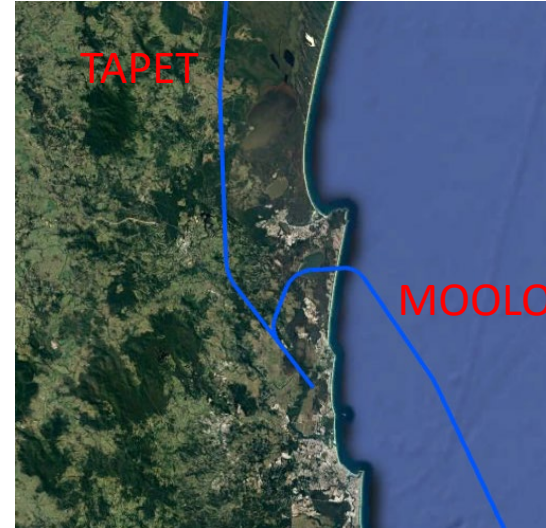
RNP Z 13 (via UPLOT)

178 arrivals – 1.05/day
Rockhampton, Coffs Harbour,
Avalon, Albury, Mildura,
Melbourne, Port Macquarie,
Tamworth, Newcastle



ALL RWY 13 Departures

368 departures – 2.17/day
Cairns, Mackay, Proserpine,
Rockhampton, Townsville, Brisbane
(Wellcamp), Avalon, Coffs Harbour,
Albury, Mildura, Melbourne, Port
Macquarie, Tamworth, Newcastle

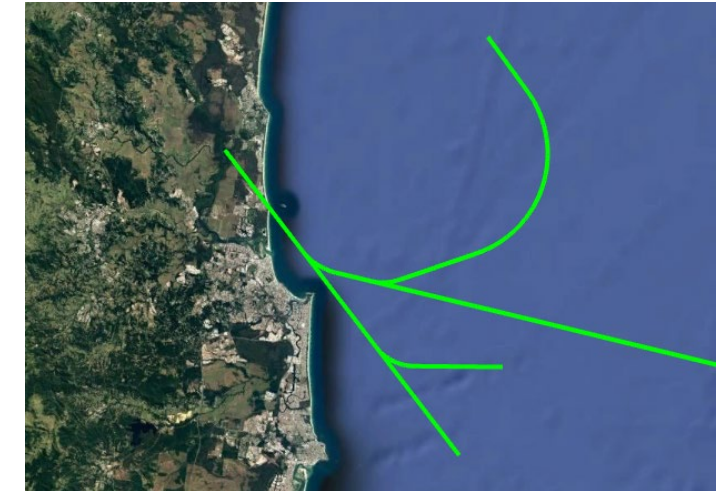


SID MOOLO RWY 31

67 departures – 0.39/day
Coffs Harbour, Avalon, Albury, Mildura,
Melbourne, Port Macquarie,
Tamworth, Newcastle

SID TAPET RWY 31

205 arrivals – 1.21/day
Cairns, Mackay, Proserpine,
Rockhampton, Townsville, Newcastle



ALL RWY 31 Arrivals

186 departures – 1.10/day
Coffs Harbour, Avalon, Albury,
Mildura, Melbourne, Port
Macquarie, Tamworth, Newcastle,
Cairns, Mackay, Proserpine,
Rockhampton, Townsville, Newcastle

Previous meeting – actions

Action 2 – Airservices to provide more information on the 34 (new) complainants including issues and specific locations.

Suburb	Issue	Suburb	Issue	Suburb	Issue	Suburb	Issue
Coolum Beach	Unusual movements	Marcus Beach	Standard flight path movements	Pacific Paradise	Training	Valdora	Training
Cooroibah	Other	Maroochy River	Military	Peregian Beach	Other	Valdora	Unusual movements
Cooroibah	Standard flight path movements	Maroochydore	Training	Peregian Beach	Other	Valdora	Unusual movements
Doonan	Other	Morayfield	Other	Point Arkwright	Unusual movements	Valdora	Unusual movements
Doonan	Standard flight path movements	Mount Coolum	General aviation traffic	Sunrise Beach	Standard flight path movements	Valdora	Standard flight path movements
Eumundi	Standard flight path movements	Mudjimba	Environmental concerns	Tinbeerwah	Unusual movements	Yandina	Other
Marcoola	General aviation traffic	Mudjimba	Standard flight path movements	Tinbeerwah	Standard flight path movements	Yandina Creek	Military
Marcoola	Standard flight path movements	Mudjimba	Standard flight path movements	Valdora	Other	Yandina Creek	Other
Marcoola	Standard flight path movements	Ninderry	Community Engagement	Valdora	Other	Yandina Creek	Standard flight path movements
Marcus Beach	Other	Ninderry	Standard flight path movements	Valdora	Other		

Community engagement updates

Post Implementation Review

- Over 500 submissions received
- Review of feedback complete and final report is undergoing internal review
- Response to feedback document will be produced and released alongside/following final report
- Suggested improvements will be noted in the final PIR report as safe and feasible to progress for detailed assessment through the Airservices airspace change program (detailed design, environmental assessment and community engagement with all potentially impacted and benefitted communities).
- This does not mean they will necessarily be implemented - decisions to implement will be made after this process is completed.

Thank you



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Member Updates and Other Business



Thank you

SUNSHINE COAST AIRPORT COMMUNITY AVIATION FORUM

MINUTES – 20 July 2023

Sunshine Coast Airport – 10 Electra Lane Marcoola

Attendees

Chair	Mr Ron Brent
Twin Waters Residents Association	Mr Kevin Lyons
Mudjimba Residents Association	Mr Ian Hetherington (representative)
Sunshine Coast Council	Cr Maria Suarez
Marcoola Community Group	Ms Melva Hobson (representative)
Marcoola South	Ms Dawn MacKinnon
East West Runway Action Group	Ms Mary McLean
State Member for Noosa	Ms Sandy Bolton
Airservices Australia	Mr John Graham, Community Engagement Advisor
Airservices Australia	Ms Donna Marshall, Environment and Community Manager
Sunshine Coast Airport	Ms Kate McCreery-Carr, General Manager Operations
Sunshine Coast Airport	Mr Scott Norris, General Manager Aviation and Commercial
Sunshine Coast Airport	Ms Kylie Ezzy, General Manager Corporate Communications
Sunshine Coast Airport	Mr Ethan Clissold, Corporate Media and Communications Manager
Apologies	
Noosa Shire Council	Cr Frank Wilkie
Marcoola Community Group	Ms Susie Chapman
Mudjimba Residents Association	Mr Martin Peelgrane
Flight Path Forum	Ms Marion Kroon
Yandina Creek Progress Association	Ms Cheryl Skyes
North Shore Traders Association	Mr Paul King
Seaside Shores Community Association	Mr Richard Dennis
Buddina Flight Path Group	Ms Gwen Brown
Hinterland Unite Flight Action	Ms Susan Crosser
Buderim War Memorial Community Group	Ms Marilyn Keelty
Noosa Hinterland Residents Association	Ms Tamara Hussin
Coolum Residents Association	Mr Mark Jones
State Member for Maroochydore	Ms Fiona Simpson
State Member for Ninderry	Mr Dan Purdie
Federal Member for Fairfax	Mr Ted O'Brien

1. Welcome and Introductions

The Chair welcomed all members and acknowledged the traditional custodians of the land and paid respects to Elders past, present and emerging.

2. Actions from CAF Meeting 23.03.2023

Minutes of the previous meeting held on 23 March were confirmed with an amendment noting Dawn MacKinnon was in attendance at that meeting.

The Chair outlined actions from the last meeting as below:

Actions from 23 March 2023

Meeting date	Action	Responsibility	Date due
Action 9 * 23/03/2023	ASA to provide a map of the Bonza flights on the existing flight paths.	Ms Donna Marshall	Completed
Action 10 * 23/03/2023	SCA to schedule a CAF focus group on the TXP and invite members to an online forum.	Ms Kylie Ezzy	Completed
Action 11 * 23/03/2023	Andrew Brodie to contact SCC CEO Emma Thomas to discuss the letter from OSCAR and any reference to SCA.	Mr Andrew Brodie	Completed
Action 12 * 23/03/2023	ASA to provide more information on the 34 complainants including issues and specific locations.	Ms Donna Marshall	Completed
Action 13 * 23/03/2023	SCA to provide an update on the maintenance program for the Eastern Airport Drain.	Ms Kate McCreery-Carr	Completed
Action 14 * 23/03/2023	SCA to provide an update on SCA NAP procedures including the process for approvals and unapproved flights.	Ms Kate McCreery-Carr	Completed

*(Action numbers will continue from existing list to have a single continuous record)

3. SCA General Update:

Kylie Ezzy, Scott Norris and Kate McCreery-Carr (Slides 3-9)

Ms Kylie Ezzy welcomed all CAF members and introduced Ethan Clissold, who has recently joined Sunshine Coast Airport as Corporate Media and Communications Manager. Ethan will be involved in community and stakeholder engagement and join future CAF meetings.

Mr Scott Norris provided an update on passenger numbers in FY23 and outlined the growth in numbers compared to previous years stating the 1.63 million passengers welcomed at SCA in FY23, was a record for the airport.

Scott also discussed the changes to destination connectivity with Bonza removing Tamworth, Coffs Harbour and Port Macquarie from its network. An update on the recommencement of Air New Zealand was also provided.

Ms Kylie Ezzy provided an update on the community and stakeholder engagement that was undertaken in April as part of the planning for the airport terminal expansion. More than 2,300 were involved in providing feedback through surveys and focus groups.

Kylie summarised the feedback provided and said the results would inform development planning and improvements to the customer experience.

4. Noise Abatement Procedures (Slide 10):

In response to Action 14 from the 23 March CAF meeting, Ms Kate McCreery-Carr outlined the Noise Abatement Procedures and provided an update on the approvals provided.

Kate stated that the airport does not take decisions to approve flights between the hours of 11pm and 5.30am lightly. Careful consideration is given to the noise impacts these operations have on the airport's immediate surrounding communities, while also balancing the operational needs of airline partners, the impact on passengers and the broader economic and community benefits for the Sunshine Coast and Noosa regions.

Kate stated under the procedures, consideration is given to a range of issues including unforeseen circumstances such as weather, diversions or mechanical issues, if it's deemed an economic benefit to the region, or if it's an aeromedical flight.

All applications are assessed on a case-by-case basis, and a number of conditional mitigation measures may be requested by the airport to help reduce impacts to surrounding residents, including limiting the number of aircraft movements permitted, trimming the aircraft to reduce noise, while also taking safety and weather into consideration.

The airport provided an example of a flight that was approved to land as a result of delays in the broader network. The approval was granted as the delay was unforeseen and its cancellation would have disrupted hundreds of passengers on board the aircraft.

The representative from Mudjimba Residents Association asked whether any flights had been declined and under what circumstances would a flight be declined.

Ms McCreery-Carr stated that the approval of flights had to meet the airport's approval considerations as outlined earlier and to date all approved flights had met this criterion and no flights had been declined.

CAF members discussed that while nighttime flights could be disruptive for some members of the community, it was important for the community to support Bonza who had decided to base its operations at the airport. It was acknowledged by some CAF members that Bonza was providing the community with greater connectivity than ever before and discussion amongst CAF members also centred around the positive impact of Bonza on the local economy.

5. ASA Operations and NCIS Update (Slides 11-18)

Mr John Graham provided an update on movements and complaints data with 96 individual complainants during March 2023 to June 2023 recorded. Verrierdale recorded the highest number of complainants with 12, while Marcus Beach and Peregrine Beach, each recorded 11. Thirteen suburbs recorded a single complainant. There were 26 new complainants.

In response to Action 9 from the previous CAF meeting, Mr John Graham presented maps of Bonza flights on existing flight paths and the routes taken for each destination including frequency per week (slides 16-17).

In response to Cr Wilkie's question (Action 4) from the March CAF meeting, Mr Graham also provided more information on the 34 new complainants including issues and specific locations (slide 18).

CAF members were also reminded about the ASA online noise report that can be accessed by the community through the <https://aircraftnoise.airservicesaustralia.com/>

6. ASA Community Engagement Update (Slide 19)

Ms Marshall provided an update on Post Implementation Review (PIR) stating that over 500 submissions were received, and a review of feedback had been completed and the final report is undergoing internal review.

Ms Marshall stated that suggested improvements will be noted in the final PIR report as safe and feasible to progress for detailed assessment through the Airservices airspace change program (detailed design, environmental assessment and community engagement with all potentially impacted and benefitted communities).

It was reiterated that this does not mean they will necessarily be implemented - decisions to implement will be made after this process is completed.

Ms Skyes requested via email (20 July) an item be added to the agenda (noting and apologising for the late notice). Ms Skyes on behalf of Flight Path Forum requested a response from ASA regarding several flight departures which have not followed usual routes. Ms Skyes has submitted the flights via NCIS and has received a response for two of the routes noting technical issues, however is yet to receive an explanation for the other routes. Ms Skyes is concerned that communities may mistake these paths as being trialled for community suggested alternatives.

ASA confirmed that it is not trialling alternate flight paths and that safety is the number one priority noting there may be a number of reasons for why a flight does not track on a designated flight path. ASA confirmed that all enquiries should be logged with NCIS who are best placed to investigate and respond. ASA also confirmed that community suggested flights paths were not coded into computers.

7. Member Updates

1. Cr Suarez and Ms Bolton both spoke about community perceptions regarding flight paths, the modelling done at the time of the EIS to determine approx. aircraft movements on particular flight paths and concerns about the reliability of this previous information and impact on the community.

Ms Bolton also spoke about a lack of clarity amongst some members of the community regarding the modelling done at the time.

In particular, Ms Bolton spoke about some residents alleging misrepresentation of flight numbers over Cooroy during consultation for the new runway, and that they are now experiencing more than they were advised at the time.

ASA responded stating that EIS is a forward forecast based on information known at the time which is provided from a number of sources.

ASA also stated that ASA is legislated to support the growth of aviation and cannot constrain the movement of aircraft.

ASA commented on the valuable learnings from both the Sunshine Coast and Brisbane Airport runways which were first new runways built in decades. ASA spoke about how these learnings have informed the implementation of numerous continuous improvements in community engagement practices.

ASA advised the CAF the final PIR report is anticipated to be released to the community within the next 4 weeks. ASA noted however this was subject to internal reviews that still needed to be completed. ASA advised a component of the information being released also included the Response to Feedback Report and given the level of detail and information that was still being collated for the report from the more than 500 submissions, the timeframe for release is an estimate only. ASA also spoke about improvements to online information that was being developed by ASA which would allow the community to enter their address and view actual flights taken within a determined time period.

Cr Suarez and Ms Bolton both requested further information from ASA regarding what was disclosed to the community at the time and whether caveats were placed on the modelling of information.

ACTION 15:

ASA to provide a statement regarding its obligations and if possible, provide examples of where the information presented to the community was defined as forecast in nature (clear caveats provided).

2. Ms Hobson commented on whether aircraft would get quieter.

Mr Brent responded by stating that as technology develops, new aircraft will be replaced by quieter aircraft. However, Mr Brent noted that older aircraft were a cost-effective option to operate and will not disappear quickly and there is a growth in the numbers of aircraft due to an increased demand for travel.

3. Ms Hobson also spoke about the overflowing waste bins at the airport during a recent visit to the airport. Cr Suarez mentioned new waste technology that used sensors in bins to improve the scheduling of waste removal.

ACTION 16:

Cr Suarez to provide SCA with the information regarding waste bin sensors.

4. Ms Hobson mentioned the lack of public transport options to and from the airport expressing a need to advocate to the State Government for improved public transport options. SCA responded by stating that it was advocating through a number of mechanisms for improved transport infrastructure and connectivity.

Meeting closed at 7.03pm

8. Action register

The Chair outlined actions from the meeting as below:

Meeting date	Action	Responsibility	Date due
Action 15 * 20/07/2023	ASA to provide a statement regarding its obligations and if possible, provide examples of where the information presented to the community was defined as forecast in nature (clear caveats provided).	Ms Donna Marshall	Next meeting
Action 16 * 20/07/2023	Cr Suarez to provide SCA with the information regarding waste bin sensors.	Cr Suarez	Prior to next meeting

**(Action numbers will continue from existing list to have a single continuous record)*

Meeting date	Action	Responsibility	Date due
Action 1 12/10/2021	ASA to provide a link to response to questions posed through the CAF along with the CAF minutes	Ms Prema Lopez	Completed
Action 2 12/10/2021	Cr Suarez will discuss with Ms Marshall the need to consider future monitoring at sites at Peregian Beach West.	Cr Maria Suarez	Completed
Action 3 12/10/2021	Mr Vivian to raise his concerns over the way complaints are recorded by ASA with the Chair of CAF and ASA directly.	Mr Phil Vivian	Completed
Action 4 12/10/2021	<p>The Airport to discuss with FPF its ongoing role on the CAF and report back to the CAF.</p> <p>Summary of discussion:</p> <ul style="list-style-type: none"> SCA and FPF met in December to discuss FPF involvement in CAF. It was agreed that FPF has a valuable role in representing the issues and concerns that are common across its membership/community groups. FPF provided information on the groups who are members of FPF and it was agreed that SCA would ensure that future invites or information would be sent to two email addresses to ensure that FPF was aware of upcoming meetings. FPF provided a list of the membership/community groups it represents: Castaways Beach Residents Association, Cootharaba Community Association, Friends of Lake Weyba, Friends of Marcus Beach', Peregian Beach Community Association, Peregian West Community Association, Verrierdale Residents Group, Yandina Creek Progress Association FPF raised that some of its various member groups also wish to be members of the CAF in their own right as there are issues that are specific to their locality or membership that are not relevant for FPF to pursue. It was acknowledged that some members of FPF are currently members of the CAF in their own right and this would continue as it was agreed at the last CAF meeting 	Ms Kylie Ezzy	Completed

	<p>that the arrangements for the CAF would continue for 2022.</p> <ul style="list-style-type: none"> • SCA discussed that CAF membership has on a number of occasions been reviewed and changes have been made to CAF membership to ensure groups of interest are represented. However, if other FPF member groups wish to pursue membership of CAF, they should write to the Chair of CAF and to Kylie outlining their reasons and why their issues or members interests are not already represented. • To address the needs of community groups or individuals who may want to engage with the airport, SCA reiterated that it was happy for any group or individual to contact the airport on an issue they may have whether they are members of the CAF or not. 		
Action 5 09/02/2022	ASA to provide information on the outcome of the noise monitoring at Mudjimba, Yandina and Cooroy Mountain/Eumundi.	Ms Prema Lopez	Next meeting
Action 6 23/06/2022	ASA to circulate how many of the 102 flight path submissions were taken forward for further consideration by ASA.	Ms Donna Marshall	Completed
Action 7 23/06/2022	Cr Suarez to provide ASA with further information (and links to relevant documents) on the environmental initiatives being progressed on the Sunshine Coast as they may be pertinent to ASA considerations for the PIR review of the Sunshine Coast Airport.	Cr Suarez	Completed
Action 8 20/10/2022	ASA to provide details of current tower hours, the ASA process for extending tower hours and what happens with air traffic control outside of tower operating hours.	Ms Donna Marshall	Completed
Action 9 23/03/2023	ASA to provide a map of the Bonza flights on the existing flight paths.	Ms Donna Marshall	Completed
Action 10 23/03/2023	SCA to schedule a CAF focus group on the TXP and invite members to an online forum.	Ms Kylie Ezzy	Completed

Action 11 23/03/2023	Andrew Brodie to contact SCC CEO Emma Thomas to discuss the letter from OSCAR and any reference to SCA.	Mr Andrew Brodie	Completed
Action 12 23/03/2023	ASA to provide more information on the 34 complainants including issues and specific locations.	Ms Donna Marshall	Completed
Action 13 23/03/2023	SCA to provide an update on the maintenance program for the Eastern Airport Drain.	Ms Kate McCreedy-Carr	Completed
Action 14 23/03/2023	SCA to provide an update on SCA NAP procedures including the process for approvals and unapproved flights.	Ms Kate McCreedy-Carr	Completed

Greyed action items have been completed and deleted from next action list.