

TERMS OF REFERENCE

SYDNEY AIRPORT PLANNING COORDINATION FORUM

1. Background

- 1.1 The Australian Government's *National Aviation Policy White Paper* sets out, for the first time, a comprehensive long-term aviation policy framework for Australia.
- 1.2 One of the stated policy goals in the White Paper is improved planning at Australia's airports to facilitate better integration and coordination with off-airport planning and continued investment in Australia's airport infrastructure and land transport links.
- 1.3 The Australian Government considers that an essential element to support better planning integration is a regular, ongoing strategic engagement between the airports, the Commonwealth, and state and local governments.
- 1.4 The Australian Government requires that a Planning Coordination Forum be established for each main capital city passenger airport. Commonwealth policy is for Planning Coordination Forums to be a mechanism to encourage improved strategic partnerships between airport operators and land use planning and transport planning authorities from State and local governments.
- 1.5 The Planning Coordination Forum is intended to provide an opportunity for direct and effective engagement between airport operators and off-airport planning authorities across the full spectrum of airport issues. This dialogue and partnership will benefit both the development of future airport master plans, as well as government planning for transport infrastructure and other land use planning and development around airports.
- 1.6 As the airport lessee company for Sydney Airport, Sydney Airport Corporation Limited has established the Sydney Airport Planning Coordination Forum (the SAPCF). The SAPCF will build on rather than replace existing consultative and stakeholder engagement mechanisms.

2. Role of the Sydney Airport Planning Coordination Forum

- 2.1 The role of the SAPCF is to ensure regular and strategic engagement between Sydney Airport Corporation Limited, the NSW Government, local governments and the Sydney business community.
- 2.2 The SAPCF will act as a vehicle to lead ongoing dialogue on matters such as the airport master plan and environment strategy, proposals for on-airport development, proposals for off-airport development or planning initiatives that may affect operations at Sydney Airport, Sydney Airport's role as a generator of economic activity and employment growth in NSW and on- or off-airport ground transport issues that may affect Sydney Airport and the surrounding area.
- 2.3 The SAPCF may consider the following matters:
 - 2.3.1 planning and development issues, including planning integration;
 - 2.3.2 steps being taken to implement the *Sydney Airport Master Plan 2009*;

- 2.3.3 ground transport, public transport and other road issues;
 - 2.3.4 environmental issues arising from airport operations;
 - 2.3.5 the role of the airport as a major consumer and employment centre in the urban and regional planning context, as well as the wider economic role of the airport as a transport hub;
 - 2.3.6 measures to address the impacts of airport operations, including aircraft noise;
 - 2.3.7 land use planning issues in the vicinity of the airport, including planning measures to safeguard airport operations, amenity of neighbouring properties, and future development on- and off-airport; and
 - 2.3.8 government regulatory and policy issues.
- 2.4 The SAPCF is not a formal decision-making, dispute resolution, or approvals body. It has no formal power to direct any of its members.

3. Membership

3.1 The PCF will comprise the following members:

3.1.1 Sydney Airport Corporation Limited (SACL):

- (a) Chief Executive Officer; and
- (b) General Managers (as required).

3.1.2 Australian Government:

- (a) Department of Infrastructure and Transport; and
- (b) Airservices Australia (as required).

3.1.3 NSW Government:

- (a) Director General of the Department of Premier and Cabinet;
- (b) Director General of the Department of Planning;
- (c) Director General of Industry & Investment;
- (d) Director General of Transport NSW; and
- (e) Director General of Department of Environment, Climate Change and Water (as required)

3.1.4 Local Government:

- (a) General Manager – City of Botany Bay Council;
- (b) General Manager – Rockdale City Council;
- (c) General Manager – Marrickville Council;
- (d) Chief Executive Officer – City of Sydney Council; and
- (e) General Manager – Sutherland Shire Council

3.1.5 Business community:

- (a) Executive Director – Sydney Business Chamber

3.2 The SAPCF will be chaired by the Chief Executive Officer of SACL.

3.3 If unable to attend, members of the SAPCF may send substitutes.

4. Conduct of Business

4.1 Secretariat support and coordination of activities for the SAPCF will be provided by SACL.

4.2 The SAPCF will meet at least twice a year on a date and at a time and place of its choosing.

4.3 Members of the SAPCF will be provided with an agenda prior to each meeting.

4.3.1 The agenda will be distributed to members of the SAPCF not less than one week prior to each meeting.

4.3.2 Any member of the SAPCF may submit a paper for consideration by the SAPCF. These should be received by the Secretariat of the SAPCF not less than two weeks prior to each meeting.

4.4 Meetings of the SAPCF will be minuted. Draft minutes will be distributed to members of the SAPCF not more than two weeks following each meeting. Once agreed, minutes will be circulated in final form and adopted at the subsequent meeting of the SAPCF.

4.5 The SAPCF may establish working groups at its discretion to deal with specific issues as they arise. Such working groups will have their own terms of reference and report to meetings of the SAPCF.