

# Memorandum

**To:** Aircraft Noise Community Consultative Group

**From:** Kylie Higgs

**Date:** September 2024

**Subject:** Update of the Aircraft Noise Community Consultative Group Terms of Reference Review

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## 1.0 Purpose

The purpose of this memo is to:

- update members on the Terms of Reference (ToR) review for the Aircraft Noise Community Consultative Group (ANCCG)
- provide the revised timeline of key dates

## 2.0 Background

Members were advised at the June 2024 meeting that the ToR for the ANCCG was due for review; and members were also provided with an outline of the review process and a timeline of key dates.

During August Auckland International Airport Limited (AIAL) and Auckland Council (Council) had planned to

- collate the input from members and local board reps,
- meet with Council to review current ToR with consideration to member's input and,
- compile a draft report that outlines recommended updates.

We have managed to complete the collation of information received from members, local board reps, Catherine Harland and AIAL, however we have been unable to secure a meeting with Council (legal, governance and planning staff) in a timely enough manner to complete a draft report to present at the September 2024 ANCCG meeting.

The meeting with Council is scheduled for late September and has therefore impacted the initial plan presented at the June 2024 ANCCG meeting. We are now working towards a revised timeline which is outlined in Table 1.

### 3.0 Revised Review Process and Key Dates

Timeline	Key Actions
September 2024	<ul style="list-style-type: none"> <li>• AIAL and Auckland Council staff to review current ToR with consideration to member’s input.</li> <li>• AIAL and Auckland Council compile a draft report that outlines recommended updates.</li> </ul>
December 2024 ANCCG	<ul style="list-style-type: none"> <li>• AIAL to present a draft report to members that provides recommendations for changes along with a draft tracked-changed version for members to consider and provide feedback on.</li> <li>• Members to provide feedback by <b>31<sup>st</sup> January 2025</b></li> </ul>
February 2025	<ul style="list-style-type: none"> <li>• AIAL and Auckland Council to consider feedback from members on recommended draft ToR changes.</li> <li>• AIAL and Auckland Council to compile final report.</li> </ul>
March 2025 ANCCG	<ul style="list-style-type: none"> <li>• AIAL to provide a final report and updated version of ToR for members.</li> </ul>
April 2025	<ul style="list-style-type: none"> <li>• Submit to Auckland Council.</li> </ul>

**Table 1**