

Memorandum

To: Aircraft Noise Community Consultative Group

From: Kylie Higgs

Date: March 2025

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

1.0 Purpose

The purpose of this memo is to:

- present the proposed final version of the Aircraft Noise Community Consultative Group (ANCCG) Terms of Reference (ToR) incorporating for members to consider.
- provide an outline of next steps

2.0 Background

Auckland International Airport Limited (AIAL) and Auckland Council (Council) advised members in a memo presented at the June 2024 ANCCG meeting that the ToR for the ANCCG would be reviewed. The review process began on 10th June 2024. Subject to feedback from the members at the March meeting, the final version will be formally submitted to the Council as a proposed alteration in April/May 2025.

The key actions completed to date include:

Date	Key Actions
June/July 2024	AIAL collated a draft ToR which incorporated feedback from members, local board reps, Catherine Harland and AIAL.
August 2024	The Council provided its feedback on the collated draft ToR. In response, AIAL convened in September to review and address the Council's comments. As part of this process, AIAL also sought legal guidance from Russell McVeagh to better understand the process for altering the ToR.
September 2024	AIAL and the Council reconvened to discuss the updates made to the draft ToR. This meeting resulted in a series of follow-up actions for AIAL to complete. By November, AIAL finalised these actions, incorporating the rationale for changes proposed by AIAL, the Council, and the outgoing Chair. The finalised draft ToR was then submitted to the Council for final review and feedback.
November 2024	Council completed its final review and AIAL incorporated the feedback into the draft version of the ToR.
December 2024	AIAL presented the draft report to members in the December 2024 ANCCG. Members were given an opportunity to review the draft ToR and submit feedback to AIAL by 31 January 2025.

February 2025 AIAL collated the final ToR report which included consideration of all the suggested feedback from members, local board reps, Rachel Devine and AIAL.

3.0 Key Dates

Timeline	Key Actions	Status
10 th June ANCCG	<ul style="list-style-type: none"> AIAL to advise members that a ToR review is due. AIAL to provide members with an outline of the ToR review process and provide a timeline of key dates. AIAL to provide members with a copy of the existing ToR and invite them to provide input into the updating. Members to provide input by 1st July 2024 	<p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p>
August - November 2024	<ul style="list-style-type: none"> AIAL and Auckland Council staff to review current ToR with consideration to member's input. AIAL and Auckland Council compile a draft report that outlines recommended updates. 	<p>COMPLETE</p> <p>COMPLETE</p>
December 2024 ANCCG	<ul style="list-style-type: none"> 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. Members to provide feedback by 31st January 2025 	<p>COMPLETE</p> <p>COMPLETE</p>
February 2025	<ul style="list-style-type: none"> AIAL and Auckland Council to consider feedback from members on recommended draft ToR changes. AIAL and Auckland Council to compile final report. 	<p>COMPLETE</p> <p>COMPLETE</p>
March 2025 ANCCG	<ul style="list-style-type: none"> AIAL to provide a final updated version of ToR for members. 	
April 2025	<ul style="list-style-type: none"> Submit to Auckland Council. 	

4.0 Next Steps

AIAL will submit a formal request for an alteration of Designation 1100 to Council in April 2025, including evidence of engagement with ANCCG members, including mana whenua representatives.