

Asia/Pacific Airport Coordinators Association (APACA)

Minutes of 13th Meeting of APACA

8 November (Tuesday), 2016

Room: Savannah Room on Level 2 at Sheraton Atlanta Hotel

Atlanta, Georgia, USA

15 December, 2016

1. Administration

The thirteenth general assembly meeting of APACA was held at Savannah Room on Level 2 at Sheraton Atlanta Hotel from 17:00 to 18:00 on 8 November (Tuesday), 2016 at the occasion of IATA 139th Slot Conference in Atlanta, Georgia, USA. The chairman, Mr. Hiroki Takeda (JSC – Japan Schedule Coordination), welcomed the participants and expressed his appreciation for attending the thirteenth meeting of APACA under the Worldwide Airport Coordinators Group (WWACG). The meeting was progressed according to the agenda items shown in [Appendix 1](#).

The number of participants was 27 representing 10 economies and 13 organizations which constitute more than half of the entire economies and organizations in the Asia/Pacific region. The list of participants is shown on the last page. Thus, the thirteenth general assembly meeting of APACA formed a quorum.

2. Agenda Item 1: Approval of Minutes of 12th meeting

The minutes of the twelfth general assembly meeting of APACA held on 21 June (Tuesday), 2016 at Congress Center Hamburg (CCH), Hamburg, Germany was endorsed by the meeting without adjustments.

3. Agenda Item 2: ICAO Assembly – 39th Session

Mr. Takeda reported the ICAO Assembly - 39th Session using the material shown in [Appendix 2](#). ICAO Assembly - 39th Session was held from 27 September to 7 October, 2016 in Montreal, Canada.

He remarked two working papers (WP) relating to airport slot allocation which were submitted to ICAO Assembly - 39 Session. One is WP/231 submitted by Airport Council International (ACI) and the other is WP/340 submitted by International Air Transport Association (IATA).

Although the IATA and WWACG started dialogue with ACI regarding airport slot allocation just from last November (SC137), ACI submitted this WP without prior consultation with IATA and WWACG. This action made IATA and WWACG little disappointed.



He reported that WP/231 (ACI) explicitly suggests the involvement of ACI in developing Worldwide Slot Guidelines (WSG) and the review of the current definition of slot in WSG. It also implicitly suggests the review of 80/20 (U/L calculation), the introduction of reservation fee, introduction of the confiscation of historic by on-time performance (OTP), the review of the priority items at initial allocation and the introduction of secondary trading.

He also reported that WP/340 (IATA) defends the current scheme involving all stakeholders like states, airports, airlines, slot coordinators and air traffic management organization is safe and sound.

Both ACI and IATA presented their views at the economic commission, and agreed to work collaboratively on the ongoing process to develop a more efficient and effective slot allocation process. The commission finally noted that ACI and IATA would work with states, the industry stakeholders as partners and would report the progress at the next session of the Assembly.

Finally, he asked the participants to monitor very carefully the progress on airport slot allocation to be made by both ACI and IATA.

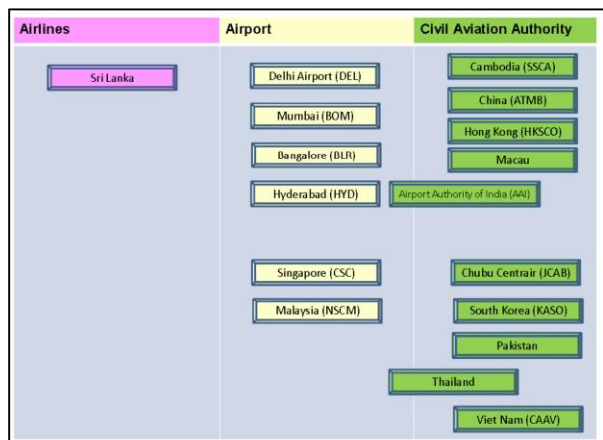
4. Agenda Item 3: Independence of Coordinator (Update)

Mr. Takeda reported the current status of independence of coordinator in Asia/Pacific region using the material shown in Appendix 3. As this topic was originally discussed at APACA/3 held in Singapore in 2011, this is an update of the current status. This topic relates with the previous agenda (ACI involvement) as well as the following agenda (Draft article of new association).

He firstly showed the situation in 2011 and explained the transitional developments since then. He then showed the best practice and poor practice regarding the independence of coordinator which is the annex of WSG (11.14).

There are only four independent coordinators in Asia/Pacific region; Airport Coordination Australia (ACA), Airport Coordination Taipei (ACT), Japan Schedule Coordination (JSC) and Indonesia Airport Slot Management (IASM). In New Zealand, coordination services are provided by ACL in UK. In Philippines, coordination services are provided by ACA in Australia.

There is one organization run by national flag carries, 6 organizations run by airports and 10 organizations run by civil aviation authorities in Asia/Pacific region.

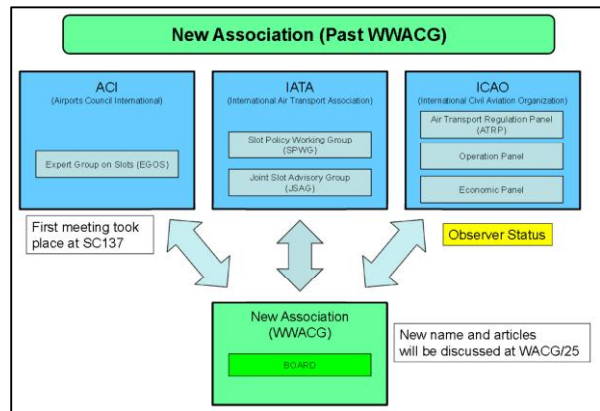


He emphasized that the creation of independent coordinators or facilitators is very important to provide coordination services in a neutral, transparent and non-discriminatory way. In essence, they should be independent from airlines, independent from airports and even independent from the governments.

5. Agenda Item 4: Draft Article of New Association (ASCI)

Mr. Takeda reported for the first time the outline of draft article of new association using the material shown in [Appendix 4](#).

He discussed the importance of creating a new organization which is more formal and robust in the past two APACA meetings. As the scope of work of New Association (Past WWACG) is now gradually expanding to interact with other international organizations like ICAO and Airport Council International (ACI), it needs to be more formal and well organized.



He explained major parts of draft article like Article 3 (Scope), Article 4 (Membership), Article 7 (Membership Fees), Article 9 (General Assembly), Article 11 (Voting, Quorum) and Article 12 (Board). Finally, he asked the participants as to who would be willing to be a member of new association, however, there were few members to raise the hands. Most members seem to need more time for the internal coordination after they come back to their countries.

6. Agenda Item 5: WWACG Slot Guidelines (Coordination Parameter)

Mr. Takeda explained briefly WWACG Slot Guidelines (Coordination Parameter) using the material shown in [Appendix 5](#).

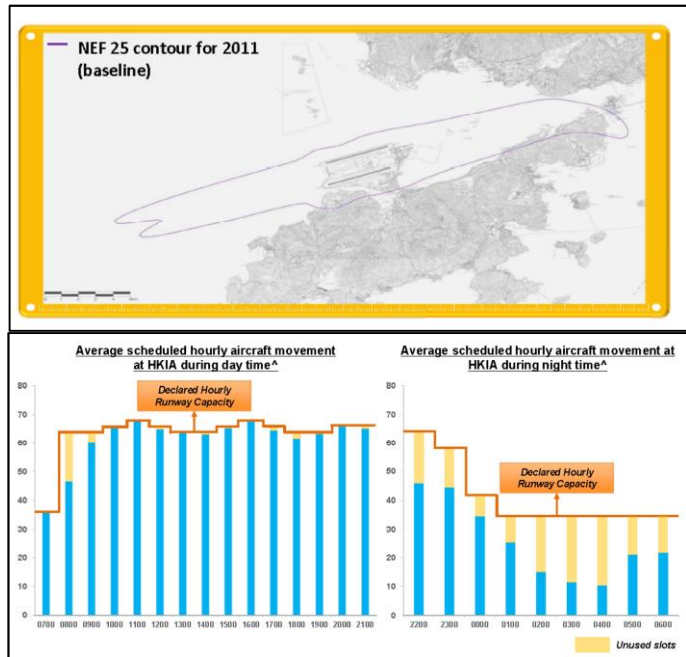
Originally, the coordination parameters were discussed many times in the past APACA meetings and the draft form of slot guidelines was developed by APACA itself. At the last WWACG/25 plenary meeting in Hamburg, Mr. Takeda presented the draft form of slot guidelines for comments. A chairman of WWACG also circulated this draft to all WWACG members on 29 June for comments with a deadline date of 12 August. Mr. Takeda received some supporting comments from members but neither objection nor modification by the deadline date.

While he also circulated the draft form to SPWG members (Airlines members) for comments, he received no objection but welcoming comments from SPWG in September in Geneva. Since neither objection nor modification was received from our members as well as airlines member, this draft was finally approved by WWACG/26 plenary meeting in Atlanta.

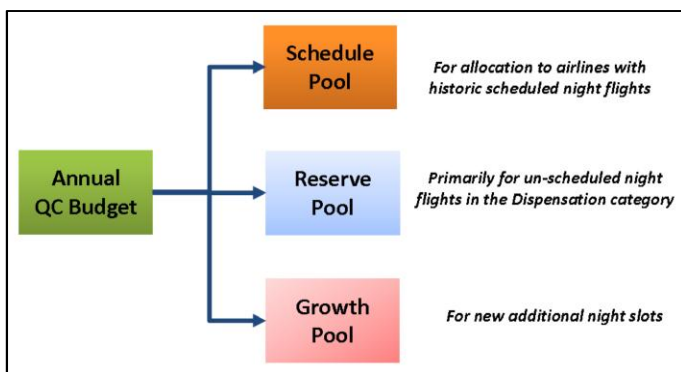
He finally thanked all the members for their contribution to make this happen and remarked that APACA should continue to develop new slot guidelines in another fields for the sake of WWACG.

7. Agenda Item6: Noise Quota Count Pilot Scheme at Hong Kong International Airport

Ms. Birdie Yuen (HKSCO – Hong Kong Schedule Coordination Office) explained the Noise Quota Count Pilot Scheme at Hong Kong International Airport (HKIA) using the material shown in [Appendix 6](#). She firstly showed the 2011 Noise Exposure Forecast (NEF) surrounding HKIA, Airport Authority HK (AAHK) has committed under the third runway project that the NEF cannot be expanded beyond that of 2011 with the current two runway operations. Then, she showed the bar chart showing the slot situation during day time and night time. The slots are almost fully taken during day time from 7:00 to 21:00, however, there are some unused slots from 22:00 to 06:59 next morning but these slots cannot be allocated due to environmental restriction: only 20% of the slots can be allocated in the night period based on the airport maximum practical capacity of 420,000 movements per year.



To better monitor the night noise impact and make a more efficient use of night time slots without degrading the current NEF, AAHK has decided to introduce Noise Quota Count (QC) scheme. QC classifies the current Boeing and Airbus fleets into 7 noise bands according to the measurement of noise emission. The annual QC budget is comprised of three pools: Schedule pool – Airlines have been given a sum of annual QC budget based on their historical slots in S16/W16, and they can adjust their aircraft mix by introducing quieter aircraft and thus have the possibility to add flights so long as the total QCs are within the budget. Reserve pool caters for un-scheduled night flights like State VIPs, relief flights, military aircraft and emergencies. Growth pool contains new additional night slots if there are any QC saved due to airlines developing quieter aircraft or slot cancellations. Penalty will be levied if the airline exceeds its approved QC plan.



Finally, she reported that following reviews are currently ongoing: AAHK closely monitors the performance of the QC Pilot Scheme to ensure that its objectives are met. An interim review will be undertaken one year after implementation of the QC pilot scheme to enable earlier refinement of the scheme. Civil Aviation Department will continue to track the aircraft noise impact by noise monitoring terminals around the airport. Post meeting notes: With the comments received from airlines, AAHK is refining the scheme and will have

further consultation with airlines before confirming the implementation.

8. Agenda Item7: Any Other Business

(1) Asian Tea Gathering

Ms. Petra Popovac (ACA) announced that Asian Tea Gathering would be hosted by Airport Coordination Australia. Tea Gathering would take place at Georgia 10 on Level one of Sheraton Atlanta Hotel during a lunch time from 12:00 to 13:00 on 11 November (Friday). The participants were invited to join the gathering.

The list of participants at APACA/13 meeting

| No | Economy | No | Member Organization |
|----|----------------|----|--|
| 1 | Australia | 1 | Airport Coordination Australia (ACA) |
| 2 | Cambodia | 2 | State Secretariat of Civil Aviation |
| 3 | Chinese Taipei | 3 | Airport Coordination Taipei (ACT) |
| 4 | Hong Kong | 4 | Hong Kong Schedule Coordination Office (HKSCO) |
| 5 | India | 5 | Bangalore International Airport Limited (BIAL) |
| | | 6 | Delhi International Airport Limited (DIAL) |
| | | 7 | Mumbai International Airport Limited |
| 6 | Japan | 8 | Japan Schedule Coordination (JSC) |
| | | 9 | Central Japan International Airport Co. (CJIAC) |
| 7 | Malaysia | 10 | National Slot Coordination Malaysia (NSCM) |
| 8 | Singapore | 11 | Changi Slot Coordination (CSC) |
| 9 | Sri Lanka | 12 | Sri Lankan Colombo Airport Coordination |
| 10 | Viet Nam | 13 | Civil Aviation Administration of Viet Nam (CAAV) |

