

**MINUTES OF THE RANIGORA AIRFIELD ADVISORY GROUP**

**At the Rangiora Airfield**

**5.30pm on Wednesday 24 April 2024**

**PRESENT**

- Steve Noad (Chair)
- Owen Stewart (WDC)
- Rob Kittow
- Scott James
- Dave Harnett
- Buzz Harvey
- Bruce Drake
- Iain McPhail

**WELCOME**

- Opened the meeting at 5:30 pm

**Item**

**1. APOLOGIES**

- Paul Williams (Councillor)
- John Dugdale
- Grant Macleod
- Joan Ward (Councillor)
- Keith Valance

**2. CONFIRMATION OF MINUTES dated Wednesday, 29 November 2023**

**Moved: Not nominated**

**Seconded: Not nominated**

**3. MATTERS ARISING**

- Gate Automation: Main Power have completed their connection so that Vision Systems can complete the install. Unsure at this stage when the work will be completed. Bruce wants to know what communication plan will be sent out especially for notification to folk wanting access for jet boats and racing cars. Owen will send out info when the plan becomes clearer. Owen has a list of applications that he will be communicating with. Suggested that a notice be put on the gates in the short term to notify users who may not be aware of the changes.
- Survey has been completed. QA form needs to be completed by Owen as a cross-check that the required elements have been completed.
- Water outside Way2Go – Owen has a challenge to get work done as there are requirements for resource consent for any earthworks at the airfield due to the contaminated site classification under the Listed Land Use Register (LLUR) and the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health. Owen found this out while preparing the Outline Plan for the taxiway remediation. It is likely that some form of fill material will need to be put on the surface in the short term, until the resource consent issue is resolved. This is also delaying the taxiway remediation work, which now, due to soil temperature below 9 ° C, will be completed coming into Spring. Also requires similar consideration at the CRAC hangar.
- Engine running area and compass swing area work – assessment required by Owen and David on the eastern side of the hover triangle.
- No accounts to review.

	<b>Action/s</b>	<b>Who?</b>
	Continue work around waterlogged areas.	Owen
<b>4. MAINTENANCE</b>	<ul style="list-style-type: none"> <li>• Tractor maintenance: Tractor is away getting the required maintenance completed.</li> <li>• Marker boards have been refurbished.</li> <li>• Bird issue noted by Steve. Owen has been assessing what is bringing the dotterals, starlings and pipit onto the airfield. Diets for all birds are seeds, small insects and their larvae. Owen has been digging and looking in the areas where the birds are but has not found anything obvious in terms of a food source. One bird strike on training aircraft yesterday by pipit. Half the bird was recovered and identified. No damage.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
	Continue with taxiway remediation work. Look at procuring alternative materials for chevrons and crosses. Follow up with contractor regarding undertaking restorative work for boggy areas (Way2Go and CRAC areas).	Owen Owen Owen
<b>5. HEALTH &amp; SAFETY</b>	Ryan is providing a price for the electronic sign at the entrance for the airfield.	
	<b>Action/s</b>	<b>Who?</b>
	Register event with WDC H, S and W and look at warning signs for walkers. Send info to airfield users to not point across road as issue for walkers and cyclists on airfield road.  Work with Ryan to cost and develop proposal.	Owen  Owen
<b>6. AIRFIELD INCIDENTS</b>		
	<b>Action/s</b>	<b>Who?</b>
	WDC to procure strops for tractor.  WDC to consider adapting lifting forks to spread strops to prevent further damage to aircraft when they are used. Current single lifting point causes strops to converge towards the tractor-fork lifting point, and impinge on aircraft components and structure.	Owen Owen
<b>7. NOISE COMPLAINTS</b>	<ul style="list-style-type: none"> <li>• None discussed/reported. Owen visited the camping ground owners to advise that a Harvard would be doing joy rides off the airfield, which they appreciated the heads up on. Also had a discussion with the pilot to reduce power ASAP after takeoff if using 07.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>

<p><b>8. GENERAL</b></p> <ul style="list-style-type: none"> <li>• Governance Structure now with Grant and Chris for report to Council for approval.</li> <li>• Safety Meeting – subjects for discussion request by Steve. <ul style="list-style-type: none"> <li>➤ Owen would like the location of the cross runway discussed, with the view to shifting the northern thresholds southeast and southwest respectively to remove safety issue of taxiway crossing active runways and raise the height of aircraft crossing 07/25 and the airfield access road, to land. There was a general discussion regarding this but deferred to safety Committee Meeting.</li> <li>➤ AIP plate – progressing with CAANZ and aligned with the Work Together Stay Apart philosophy.</li> </ul> </li> <li>• Airfield proposed development has been finalised along with realigning boundaries to accommodate taxiways that may be required if runways are altered.</li> <li>• Steve has been approached by Flying NZ to consider running the FNZ Regional Flying Champs on 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup> November. Will be full set of events of up to 60 competitors and up to 20 additional aircraft along with presentation dinner. Chris Brown has asked RAAG for recommendation. There is a microlight section as part of the competition. RAAG Group is supporting the initiative and Steve to provide that recommendation to Chris. Steve to set up a committee to manage the airfield aspects of the proposal.</li> <li>• Landing fees – Buzz reported back on the sub-group’s discussion, which at this stage, centred just on what policy might be created in terms of charging and equitable and fair cost recovery. Buzz highlighted two aspects; cost recovery and fair contribution to costs for runway wear and tear and facilities provided. There was some discussion regarding commercial/recreational/general aviation terminology, which needs to be further considered (as suggested by Bruce). Overarching principle should be based on weight. Annual fee option and per landing option for local operators (to be considered and defined in relation to commercial/recreational/GA). Daily fee to be dropped and options to include electronic payment for itinerant users. Also review the use of the AIMM system to explore options that may provide similar data (radio calls, tracking etc. movements recording and reporting to CAANZ) to see if less cost can be realised. Focus needs to be sharing costs equitably for the wear on the runway i.e. the daily charge doesn’t differentiate between one landing or 20 landings for the same fee. Rob suggested some financial modelling to look at fee structure.</li> <li>• Sylvia Docherty (Senior Policy Analyst for the WDC) would like to attend a meeting in the near future to discuss Councils review of the restrictions on operating vehicles on the beach near to the estuary, with the view to extending this restriction to aircraft, to hear RAAG’s view on the proposal. Owen suggested that Mary brings a plan on the area that would be affected, so that the RAAG members can understand the impacts (if any) on current aircraft use of the area.</li> </ul>		
<p><b>Actions</b></p> <p>Buzz to send out discussion document to RAAG members.</p>		<p><b>Who?</b></p> <p>Buzz/Steve</p>

TRIM ref:

	<p>Continue work on the 'Fly Neighbourly' document.</p> <p>Develop a draft for a 'Fly Neighbourly' poster to be distributed to airfield users.</p> <p>Continue with the development of the SMM.</p> <p>Circulate drafted AIP Plate material to RAAG members.</p> <p>Discuss revenue generating possibilities from equitable landing fee apportioning (2 months to come up with options). Steve to call a meeting.</p> <p>Find previous documented discussion regarding operational charging for lease areas and report back to Group.</p> <p>Progress an annual safety event for the airfield.</p> <p>Find information/policy on building hangars on leased land that is not built on.</p> <p>Lime to be added to aircraft crossing locations and RWY identifiers.</p>	<p>Owen</p> <p>Owen</p> <p>Owen</p> <p>Steve</p> <p>Owen, Buzz, Scott, Steve.</p> <p>Steve/Owen</p> <p>Steve/Owen</p> <p>Owen</p> <p>Owen</p>

**Meeting closed at 1910.**

**Next meeting 5:30pm on Wednesday 22nd May (rescheduled to 29<sup>th</sup> May).**