

MINUTES OF THE RANIGORA AIRFIELD ADVISORY GROUP**At the Rangiora Airfield****5.30pm on Wednesday 1 March 2023****PRESENT**

- Steve Noad (Chair)
- Grant MacLeod (WDC)
- Paul Williams (Councillor)
- Joan Ward (Councillor)
- Scott James
- Bruce Drake
- Keith Vallance
- John Dugdale
- Buzz Harvey
- Rob Kittow

WELCOME

- Steve Noad opened the meeting open at 5:30pm

Item					
1.	APOLOGIES <ul style="list-style-type: none"> • Dave Harnett, Mandy 				
2.	CONFIRMATION OF MINUTES dated Wednesday, 1 February 2023 Moved: Joan Seconded: Keith				
3.	MATTERS ARISING <ul style="list-style-type: none"> • Grant to call Ryan regarding MoGas, everything ok from compliance perspective. Signed off by email. • As per February meeting, overnight parking of aircrafts will be charged at \$10 a night, noting that the first night is included with landing fee. • Airfield manager update, meeting with the person tomorrow. Temporary manager is covering several different airfields at the moment. They will be the safety officer and help the new manager transition. • Discussion with Chris re payment to Steve to acknowledge his efforts and management of the airfield. Grant to follow up. • Lease update, power of attorney clause, check with the Shehan and come back to the group. Grant to follow up. <table border="1" data-bbox="252 1693 1436 1821"> <thead> <tr> <th>Action/s</th><th>Who?</th></tr> </thead> <tbody> <tr> <td> </td><td> </td></tr> </tbody> </table>	Action/s	Who?		
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4.	MAINTENANCE <ul style="list-style-type: none"> • Roads – ongoing issues with potholes and when this work will be undertaken, need update at next meeting. • Cameras will be putting infrastructure around cameras themselves, WDC will wanting full access to be able to view footage. More information to follow on this with where and when any new cameras will be installed. 				

	Action/s	Who?
5. HEALTH & SAFETY	<ul style="list-style-type: none"> Aircraft joining airfield incorrectly – all reported. Near miss with two microlights – all reported. Near miss with two helicopters – one did not respond to radio calls – all reported. 	
	Action/s	Who?
	H&S reports to go to Audit & Risk Committee	Mandy
6. NOISE COMPLAINTS	Lgoima responded to no further updates following this.	
	Action/s	Who?
7. GENERAL	<ul style="list-style-type: none"> Safety meeting – 18th April at Mainpower stadium, 1900 hours- CAA to lead. (director and CC attending) Steve is checking via phone about the content of the safety meeting. CAA presentation on operations at Rangiora and addressing letter content. CAA roadshow, Steve to catch up with Grant on next steps. Council workshop <ul style="list-style-type: none"> a) Aeronautical study 14th March evening meeting with RAAG. Details of 14th March meeting to RAAG for 1300 workshop. b) Master Plan, c) Plan Change (DASI) Electronic Gates and notices advising people and how to get FOB's get coms plan sorted and make sure we capture potential users and if we need to turn on license reader. The coms plan will be going out to ensure people are aware of the changes. Communication plan will be sent to RAAG for approval electronically. Shingle Road perimeter – do users want to pay to seal it. Should we ask the question? Get a price to seal the road and can we put this on rates, if so, what would it cost. Grant to calculate and bring back to the RAAG for consideration. Daniel Smith wants action and getting frustrated with how long it's taking, especially as it's been 2 years since original meeting. Report will have to follow from the meeting on the 14th March and about Plan Change. Master planning for both airfield and his plans. Staff are taking a report on this to Council for its 2nd May meeting. This will include recommendations from the aeronautical study. Designated courier location or how we get geo cache and work for couriers almost like a google / uber locater. This needs to be worked on to support deliveries at the airfield. Mandy to resend the meeting appointments for end of the year, 4th Wednesday of each month. Dogs on airfield, RAAG want staff to consider making it a no dog zone for the operational areas unless travelling on a plane, not residing or being at a hangar. Dog bylaws and where they can and cannot go. 	

	<ul style="list-style-type: none">Set a date with Scott re fees. Grant M to arrange.	
	Action/s	Who?

Meeting closed at 6:28pm

Next meeting 5:30pm on 29th March 2023