

MINUTES OF THE RANIGORA AIRFIELD ADVISORY GROUP**At the Rangiora Airfield****5.30 pm on Wednesday 27 November 2024****PRESENT**

- Steve Noad (Chair)
- Chris Brown (WDC)
- Owen Stewart (WDC)
- Keith Vallance
- Buzz Harvey
- Duncan Roxborough (WDC)
- Joan Ward (Councillor)
- Paul Williams (Councillor)
- Rob Kittow

WELCOME

- Opened the meeting at 5:30 pm

Item**1. APOLOGIES**

- David Harnett
- John Dugdale
- Bruce Drake
- Scott James
- Paul Williams (need to leave by 6.30pm)

2. INTRODUCTIONS

Steve noted recent Dave and Angela Harnett recent bereavement. Steve attended funeral. All present expressed condolences.

3. CONFIRMATION OF PREVIOUS MINUTES dated Wednesday, 23 October 2024

With noted amendment raised by Rob – correction needed under the ‘Access Issues’ section, this was not about Way2Go users – correction to read ‘Access Issues: Rob mentioned that *itinerants* sometimes needs evening access...’

Moved: Keith Vallance

Seconded: Buzz Harvey

Carried

4. MATTERS ARISING**Airfield Gates**

•**Remote for main yellow gate.** OS noted that a connection can be made but will cost circa \$15k. Discussed and felt unjustified expense for limited benefit. Agreed to leave as-is.

•**Automation for existing yellow gate.** Puck for automated opening on exit – OS noted risk of people jumping gates and using metal objects to open authorised. Puck approx. \$1,800 cost. Suggested we can put in an induction loop as alternative - \$1,500 cost and less tamper prone and damage prone. Was previously allowed for but was removed during initial install of gate controls. CB suggested wait for a few months until new budgets bed in to see if affordable. RK felt that the pin-pad for exist is on the wrong side of the road, can it be relocated – was noted by CB that this was a budgetary decision made when the gate was originally installed. Run with as-is for now. Revisit loop option in the new year.

Maintenance

•**Taxiway Update.** OS spoke to the sketch plan of the taxiway edge limits that was circulated prior to the meeting. Now based on Cresco aircraft, lesser wingspan than the Air Tractor. Limit line will be 5.5m from runway edge. RK queried whether air tractor still to be allowed for. OS noted the current limit line proposal, and its marking, is a temporary arrangement for now and based on aircraft that regularly visit the airfield – to be able to remove the traffic load off the worn/repair areas. OS to go ahead with marking. Moved KV, Seconded BH, **Carried**.

Health & Safety

•**AIP Update.** SN noted this was redistributed after the last meeting. Only three responses received. OS noted particular thanks to Rob – high level of detail provided in feedback. Confirmed that Buzz comments from previous minutes are also included in latest update. Have added extra windsock per Steve request. OS noted the black dot numbers identify line items which carry over to the map/diagram. OS noted that survey done on Monday this week to check all runway magnetic headings, results still coming. Will update runway designators on the AIP as needed (e.g if this becomes 03/21). Motion to accept current circulated draft as the final, subject to the update to 04/22 designation (if required). OS to then send to CAA – will go through Nick Jackson first (already been sent the draft). SN noted need to get the NZRT AIP update into the February 2025 general reissue.

General

Aeronautical Study and Qualifying Aerodrome status. OS provided in advance the report from Council where resolution was made to become a qualifying aerodrome. Was discussed whether this might not be the preference of the RAAG, and was suggested the decision for the airfield to become a qualifying aerodrome needs a revisit. CB noted that the various items from the Aeronautical study are progressively being implemented, regardless of the fact that we are not a Qualifying Aerodrome, and CAA are being kept up to date regularly by Owen on progress. OS noted that CAA said they will send the Directors Report in response to the Aero Study report findings once the AIP final has been submitted to them. By the time they come back, the majority of actions will have been implemented. On that basis, and the length of time since previous Council decision, may be able to revisit later on, but will depend on the direction of the Directors response to the Aeronautical Study.

IFR Landing approach. OS provided update on the survey price estimate - \$9.2k estimate from BlackMaps. OS is seeking further alternative pricing (\$12k - \$15k from BECA). Noting that the survey would need to be redone every 5 years. Notes that a survey company in Hawkes Bay is providing survey services to other airfields that have been offered IF approaches by Aviation New Zealand as a means to make smaller airfields more resilient and available for future natural disaster events – OS to seek survey suggestion from them. SN noted this will need to go into this years budget. Noted that OS has been approached by some private groups/people wanting IFR – it may be that these people contribute to the survey costs to support the WDC general airfield budgets, since these people will also be beneficiaries of the scheme. JW noted there can be safety issues with approach in poor weather/visibility, so there are benefits to be had from having an Instrument Approach. Discussion on the attached notes from OS regarding the rules and design parameters. Noted that training organisation will be a key beneficiary – otherwise these groups typically have to go to Chch Airport for practice – which has a relatively high charge – around \$48 plus the Airways fee. Will still be an Airways charge wherever practice is done. Once OS has more idea of general costs, OS will formally approach the interested parties, and ask about contributions.

BH raised concerns about scenario of missed approach on the non-traffic side. OS has discussed with designer – this is due to rising terrain on the northern side of the airfield. OS confirmed this is within the rules and noted the summary of the rules are in the attachment. RAAG will still need to review the final ‘approved design’ – there is more work to do after the survey is completed,

possibly including an educational approach to VFR pilots. Risks will be identified and mitigating controls in place for the design of the IF approach – lots of work to do before a new approach is adopted. BH queried if there are other VFR airfields with IFR approaches in NZ – yes there are quite a few – Aviation New Zealand have been going around NZ and putting these in at a number of places. Need to make sure it's the right decision for the airfield.

Landing Fees Increase. Landing Fees increases have been communicated to all via email, has also been on the WDC website since July. No feedback received.

Aprons Lease Charges. Discussion has been had with Buzz regarding CRAC apron design needs. CB noted positive discussion, wider concept design is needed as there are existing drainage issues to jointly address also. No decisions been made around aprons area charging in the leases – noted this is a decision for Council. BH is working on obtaining spot levels from laser level to aid design decisions. WDC and CRAC will continue to work on. Noted that RAAG have previously discussed and did not support apron area charges. RK queried whether it was already in leases, or had council already made a decision. CB confirmed no. Will be considered during fees and charges review next year, but will ultimately be up to Councillors, so some risk remains around apron charging.

Airfield Budget. Budget presentation still to do – CB proposed this will be in the new year, at next meeting in February. Draft budget sheets for next financial year Annual Plan have been prepared already and Councillors will be shortly reviewing for Annual Plan. Staff have included budget allowance for items RAAG are already aware of e.g. possible contaminated land matter, also septic tanks interim servicing, and legal fees – some of this has been achieved by shifting existing budgets around. Once Council has seen and reviewed, the budget info will be shared with RAAG. The group can also make a submission through the Annual Plan process.

Water and wastewater Network Services. CB explained the process to date with council planning and design, and noted that capital budgets have increased, due to construction costs increases and inflation. Already installed up to corner of Priors and Lehman's. Still a lot of design yet to do, and final pipe route is to be confirmed. Discussed it may make more sense to route via airfield rather than under the access road, for multiple reasons. Design to date has mainly just been around sizing/capacity. CB explained the project drivers and reasoning behind the works – mostly government driven in relation to new Drinking Water Standards and compliance requirements in the wake of the Havelock North water supply incident. Limited options to upgrade the existing on site supply – many limitations. Previous water supply plans have been rejected by regulator Water Services Authority/Taumata Arowai. Airfield water supply is classed as a community/public supply, so must comply. SN requested WDC to advise what the likely connection fees are – so these can be communicated to interested parties. WDC yet to do more work on this before the conversations can start. WDC to bring the design back once more detail established. Council has previously resolved to go ahead with upgrades. Noted that OS is still working with designers, and also will be undertaking surveys to establish current connected load for sewers. Noted that some hangars have private septic systems – these may well stay.

Raised whether fibre broadband could be brought in at the same time – OS noted he has already started the discussions and the fibre network is already out in Priors Road. WDC will try to further this, and confirm likely termination point/arrangements for the backbone within the airfield.

Action/s	Who?
Proceed with taxiway edge limit line temporary marking	Owen
OS to finalise the AIP, just update runway 04/22 designation if survey results show this needed, then send to CAA	Owen
OS to obtain extra survey costs for IFR Approach, include a more formalised report back to RAAG regarding the rules and design safety concerns, and further	Owen

	discussion with potential users re: financial contributions; to enable further RAAG review and recommendation. OS to seek level of interest from airfield users for Fibre network supply. [Post Meeting Note: currently have about 12 people interested and this has been reported to the contractor]	Owen
5.	MAINTENANCE (no items)	
	Action/s	Who?
6.	HEALTH & SAFETY •With regard to AIP map/diagram – BH noted CRAC open day coming up – runway 10 threshold ‘no parking’ area will need to be used during. BH and OS to coord on a NOTAM for 10 closure for that event. SMS Manual Update •Owen provided update – this is still being worked on – Aiming to have draft circulated in December.	
	Action/s	Who?
	Co-ordinated with Owen for NOTAM for runway 10 closure for CRAC forthcoming event Owen to issue the draft SMS Manual later in the year.	Buzz Owen
7.	AIRFIELD INCIDENTS	
	<ul style="list-style-type: none"> •SN noted we don’t seem to hear back from CAA regularly in response to ARC’s. •SN noted Recent incidents noted with visiting ZK-ETI (Cessna 210) and ZK-MUR (Cessna 185). SN provided verbal update on the observed incident with ETI, a number of concerning behaviours were observed e.g. not following NOTAM, perceived unsafe practices (particularly taxiing speeds, speed and direction departing). With MUR perceived unsafe practices and lack of radio calls (while departing and arriving), flying in low light. Research shows history of similar incidents with the former aircraft; therefore ARC has been lodged. This has been split into two separate matters by CAA.	
	Action/s	Who?
7.	NOISE COMPLAINTS	
	OS provided update – two complaints received during last period: Lehmans Road resident – complaint about aerobatics practice. OS had responded to complainant and provided explanations, complainant was happy with response. OS been invited to visit sometime for a chat. Possibly start a community group of residents around the airfield. Compliments to Owen on comprehensiveness of reply.	

	<p>Mt Thomas Road resident – again related to aerobatic practice – resident noted kids had struggled to sleep, possibly due to the Yak aircraft practicing. Again OS had corresponded with the complainant and mentioned the 7pm cut-off -was resolved. No further comms received.</p> <p>RK queried if there had been any breaches of limits – OS confirmed that research showed that no limits had been breached (CAANZ rules 91.701) are quite specific regarding limitations. Data from three flights checked in Flight radar and AIMM and no flights below 1500ft, nor outside the agreed flight area directly south of the airfield.</p> <p>Noted that the aerobatic event is in Ashburton this weekend. There will typically be practice at Rangiora airfield each year immediately in advance of this event, for local participants. Plus another event typically in February (practice for Nationals).</p>	
	Action/s	Who?
8.	EXECUTIVE GROUP REPORT	
	None	
	Action/s	
9.	<p>GENERAL</p> <p>Fuel Supply Access Proposals</p> <p>This discussion regarding access to fuel pumps for non-airfield users had been circulated prior to meeting, including the draft jet boat club access protocol, and feedback from RAAG members received over email. Noted that BK had raised concerns and did not support outside users accessing the airside pumps, for security reasons.</p> <p>BH noted prior comments made that access granting would be subject to confirming CAA don't have an issue with it. OS noted prev CAA advice – no exception taken so long as we have a safety plan in place.</p> <p>Noted need to keep fuel consumption levels up, to ensure continued supply. OS has had discussion with both providers at the airfield. JW noted that non-airfield users have been accessing the fuel at the airfield for over 25 years. Previously the fuel suppliers had been denying this, but the group know it has been happening.</p> <p>Suggested that gate access swipe cards should preferably be issued via clubs/associations, with list of requirements. Possibly a fixed number of cards per club, which they can share, and manage card sign-out themselves. OS is already reaching out to clubs, via national associations for Motorsport and Jet boating.</p> <p>RAAG felt the draft proposal looks ok, so long as reasonable controls are put in place, and arrangements similar to the one developed with the jet boating club shall be established with the other clubs. Agreements shall include provisions that if the privilege is abused by a user/group, then the card may be cancelled. We have observation, and data capture via swipe systems and the CCTV. Users often utilise Jerry cans to fill, and not all users tow trailers onto airside or onto the aprons. Some jet boat owners will require access to the Jet fuel pumps as they run turbines.</p> <p>BH queried road tax implications – OS noted that he understands that fuel companies are able to sell AvGas to non-aviation users, so long as the purchaser sign a declaration to them.</p>	

	<p>SN moved granting access to pumps for non-aviation users, with the jet boat proposal being approved based on current plan, and others subject to similar agreements being put in place with the affiliated clubs. Will need to encourage individuals to join clubs.</p> <p>All in favour. Carried.</p> <p>Chris Brown noted that this maintains the current level of service. A departure from this will need report to Council.</p> <p>Noted there are other potential supplies for race fuel locally, however they are inferior grade (expired AvGas) and have higher prices. Noted that access will generally be limited to airfield operating hours, due to yellow gate locking times (separate pinpad code).</p>	
	<p>Action/s</p> <ul style="list-style-type: none"> •Finalise and approve fuel pumps access protoocal and agreement with Jet boating club, per notes. •Continue to seek out and work with other relevant clubs e.g. motorsport, jet boating, to formalise similar access protocols / agreements with them, and then move to issue cards to clubs. 	<p>Who?</p> <p>Owen</p> <p>Owen</p>

Meeting closed at 1850.

Next meeting 5:30pm on Wednesday 26 February 2025