

**MINUTES OF THE RANIGORA AIRFIELD ADVISORY GROUP****At the Rangiora Airfield****5.30pm on Wednesday 27 September 2023****PRESENT**

- |   |                |
|---|----------------|
| • Steve Noad (Chair)                      | • Bruce Drake  |
| • Owen Stewart (WDC)                      | • Buzz Harvey  |
| • Paul Williams (Councillor)              | • Rob Kittow   |
| • Joan Ward (Councillor)                  | • John Dugdale |
| • Mandy Fox (WDC – Note taker)            | • Iain McPhail |
| • Chris Brown (WDC – General Manager C&R) | • Scott James  |
|   | • Dave Harnett |

**WELCOME**

- Opened the meeting at 5:25pm

**Item****1. APOLOGIES**

- Keith Vallance, Grant MacLeod

**2. CONFIRMATION OF MINUTES dated Wednesday, 6 September 2023****Moved: Rob Kittow****Seconded: Buzz Harvey****3. MATTERS ARISING**

- Email addresses need adding for the database, would be good to get a good one going.
- A concern was raised regarding lease requirements around Insurance, clarification, challenging why leasees need to insure their properties and 3<sup>rd</sup> party cover. Chris Brown advised that the are different elements of insurance. Chris then read the terms of the lease. Having insurance for a lease is standard for all commercial premises. If people do have insurance for damage, remediation will be more appropriately handled if something was to happen to damage or write off the building. If people don't have insurance and don't have the means to rebuild or clear the site, Council will have to take legal action to remediate the site. This type of event has happened a number of times, through the earthquakes. The risk of having damaged buildings that become Council responsibility to clear sites isn't a risk that Council is willing to have on its books and the expense covered by ratepayers.

There was disagreement from some of the RAAG members about what was discussed at that meeting called by Councillor Ward in February of this year. Minutes were not taken at the meeting, however Councils lawyer took comprehensive notes, and the notes can be reviewed again if required.

RAAG members stated that the lease requirement is to have full replacement insurance, but asked why Council needed full cover if Council's minimum is to make the site clear. Chris indicated that cover needs to be against Loss, damage, or destruction and to allow at least remediation of the site to be clear and clean of any debris.

An example of an insurance syndicate was proposed that would not have full insurable value but will cover, at a minimum, the ability to clear a hangar site. Chris will go back to Shehan to discuss and to come back to the RAAG with a response.

Chris Brown advised that It's about balancing risk vs cost and Council and rate payers are

	<p>averse to such a risk.</p> <p>Some believe third party is too high at \$1million. The starting price was higher at \$2 million initially and has been reduced after discussion with airfield hangar owners. \$1 million is about the minimum, in Chris's view.</p> <p>A few of the members went through the lease and after discussion, had a view that the insurance clause was going to change, however, the lease has come out with the clause not changing but no one at Council advised lease holders. RAAG members thought it was getting changed so that lease holders do not need insurance due to having public liability. Those folk in the Council who were involved never came back to the airfield users. Council should have come back saying thank you for your comments, but Council has decided to proceed with the clause as initially drafted. Chris advised that and email went out a week after the meeting, with the marked-up version of the lease and to let Council know any comments.</p> <p>Council is looking at replacement of the damaged buildings, if you leave building that is empty due to damage. That is in the lease terms. Users have no desire for land banking and will be a disaster with cleaned off site that doesn't have a hangar replaced. RAAG members view is if a lease holder doesn't pay to have the remediation, then Council would clear the site and pursue costs and someone else provided with a lease for the cleared site.</p> <ul style="list-style-type: none"> <li>RAAG members raised the fact that concrete aprons outside hanger clause added to lease. Council is charging for the apron currently, but this might change when they look at the lease in 10 years' time. Concrete pad is in front of hanger, but anybody can and do use them. Concern Council will charge for it in 10 years' time. If the apron got damaged, is it up to the lease holder to replace/remediate it. RAAG members want it clear in the lease that apron installed by lease holders are not chargeable. Councils position is that the aprons have been added to the lease so that in the event that they are damaged, or run into disrepair, that the conditions of the lease cover their reinstatement, or removal and remediation of the grass, by the lease holder.</li> </ul>		
	<table border="1"> <tr> <th data-bbox="248 1240 1230 1305">Action/s</th><th data-bbox="1230 1240 1445 1305">Who?</th></tr> </table>	Action/s	Who?
Action/s	Who?		
	<table border="1"> <tr> <td data-bbox="248 1305 1230 1370">Chris to follow up with email sent out by Council after February discussion.</td><td data-bbox="1230 1305 1445 1370">Chris B</td></tr> </table>	Chris to follow up with email sent out by Council after February discussion.	Chris B
Chris to follow up with email sent out by Council after February discussion.	Chris B		
4.	<p><b>MAINTENANCE</b></p> <ul style="list-style-type: none"> <li>One windsock had to be rebuilt completely due to complete failure of the bearing assemblies. Steve Noad indicated that it originally from the helicopter triangle.</li> <li>Rolling of the taxiway and runway can only be completed at night due to other commitments of the contractor. They need to hire a heavy roller due to the hardness and lack of moisture in the ground. RAAG advice was not to undertake the rolling while we are still getting frosts. The main taxiway is rough in places at the moment.</li> <li>Mowing feedback, credit to the mower operator. NOTAM issue feedback by RAAG was to further limit runway closure. Mowing the main runway at commencing at 4am and then the main runway is open and then do the rest of the runways. Aviation concern was raised with CAANZ about the mower on the runway without radio and aircraft landing on the runway at the same time. The AMSO issued a NOTAM for the mowing. Manoeuvring area was finished by 8:45am, was longer due to mower breaking down twice. Next time main runway can be closed until 8:30am and then do the other runways. Further assessment of mowing times at the mow. Mowing expected about every 4 weeks, could be changed to as required i.e. less than four-weekly with Spring flush.</li> </ul> <p>RAAG member asked why do we need to close the whole thing. Mower operator mows</p>		

	<p>east/west. Thought the whole airfield was going to be closed. The NOTAM was quite specific on the areas and times of closure for each of the runways and helicopter training areas.</p> <p>.</p>	
	<p><b>Action/s Owen to monitor feedback after second mowing on 9<sup>th</sup> October. Mowing to commence at 0300.</b></p>	<b>Who?</b>
<b>5. HEALTH &amp; SAFETY</b>	<ul style="list-style-type: none"> <li>.</li> <li>.</li> <li>.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
	H&S reports to go to Audit & Risk Committee	Mandy
<b>6. AIRFIELD INCIDENTS</b>	<ul style="list-style-type: none"> <li>8<sup>th</sup> September 0185s to left hand turns at low level, one followed the other. 2 aircraft from down south, has been C185.</li> <li>25<sup>th</sup> September complaint from Rangiora Leigh campground, flying low level over the camp, got a printout of particular aircraft and this was fine. Steve went to the campground and spoke to the manager. She thanked Steve for explaining it and has been an improvement, has been C185.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
<b>7. NOISE COMPLAINTS</b>	<ul style="list-style-type: none"> <li>None discussed/reported</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
<b>8. GENERAL</b>	<ul style="list-style-type: none"> <li>Gates, speaking from CRAC club the 3<sup>rd</sup> gate isn't going to work. Council will come back to group. Don't believe the intention was to put all 3 in at the same time. Will come back with a timeline on when the gates are going to be put in and the issue of cars and register etc. Yellow gate operational again. Everyone will be issued with new fob's only need one card for all 3 gates. Some might not open up areas that they do not need to be use to access their hangar.</li> <li>Fuel on the airfield, CRAC advised that with the Marsden Point shutdown, the rules regarding fuel distribution have changed. CRAC had a representative from Waitomo visit who advised that they have just brought the whole Z energy mini tanker fleet, they get their fuel from Mobil. They are very interested in pursuing a MOGAS tank supply at RT and will speak to Waitomo's owner when she is back in the North Island in a few weeks. Would be great to get Waitomo to put in fuel tank for users and pay by card. Would come out several times a week to refuel it due to tank size if they need to.</li> </ul> <p>Chris B advised that Council would need to look at lease agreement for the location. Council would not be the barrier, but Council would be going</p>	

	<p>back to them and saying they would be charged some form of lease, but then start negotiating on price.</p> <ul style="list-style-type: none"> <li>Dogs on the airfield, restriction on where a dog can be on a leash. It is not a place for people to walk them on the taxiway. Dog killed here was running free. Dogs are ok here if they are on a leash. If we drew a line down the southern side of the hangers adjacent to 07/25 taxiway, then everyone knows where they can and can't be. This is on Owen's radar to do.</li> <li></li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
	<p><b>Council to work with CRAC regarding fuel tank installation.</b></p> <p><b>Information on dog areas to be developed and published.</b></p> <p><b>Comms required for gate installation work. Council to liaise with contractor regarding timelines and publish to users.</b></p>	<p><b>Owen</b></p> <p><b>Owen</b></p> <p><b>Owen</b></p>

**Meeting closed at 6:30pm.**

**Next meeting 5:30pm on Wednesday**