

Motueka Aerodrome Operations and Safety Committee

Tasman District Council

Date and Time: 14 March 2023 at 10 am

Venue: Motueka Aero Club

Present: Stuart Bean (Chair)
 Mark Stagg (Argus Aviation Ltd), Jackie Day (NAC), Giles Whitney (NAC),
 Gregory Wood, Brad Keay (NAC)

In Attendance: Stephen Batt (Senior Enterprise Officer) and Christina Ewing (Enterprise Officer and meeting scribe).

Apologies: James Meldrum (Inflite), Carlton Campbell (CAA)

Meeting opened at 10 am

1. Welcome

The Chair welcomed everyone to the meeting. Mr Batt opened the meeting with a karakia.

2. Apologies

3. James Meldrum (Inflite), Carlton Campbell (CAA)

That the apologies be accepted for the Motueka Aerodrome Operations and Safety Meeting.

Moved: Stuart Bean **Seconded:** Giles Whitney

CARRIED

4. Minutes of the last meeting – The 1 December 2023 minutes are a true and correct record of the meeting.

Moved: Mark Stagg **Seconded:** Gregory Woods

CARRIED

5. Action items from the previous meeting

The action items were updated, and the following items were discussed:

Action	Status	Assigned to:
A large area of loose stones needs to be returfed by the fuel pump. (Northern side of the pump).	(Look at cost to concrete the area, as it's a more suitable and a long-term solution)	Christina Ewing

Diamond Grid Check	Get contractors to touch base with Brad Keay	Christina Ewing
AIP for Motueka to be updated with Taxiways and protocols	Ongoing	Stephen Batt
MOU to be updated with current users and reflect any other necessary changes	Ongoing	Stephen Batt

6. Operations and Safety Issues

Health and Safety

Young child Within Aerodrome

The group discussed an incident involving a young autistic child that had wandered onto the aerodrome. The group discussed fencing, which they thought was sufficient for the aerodrome. Mr Batt has engaged with a contractor to repair any damaged fencing and will get more signs placed in key areas. It was suggested that an article in Newsline regarding Motueka Aerodrome being an operational area might help inform the public.

NOTAM

Mr Batt referred to the work done by the BP contractors and noted that the NOTAM for the works could have been handled better. The scope of works was not well understood and in hindsight this was a learning to obtain clearer information before allowing contractors onsite.

Mr Batt continued to explain that the soil left behind by the BP contractors was done so as the aerodrome is on the Hazardous Activities and Industries List (HAIL) register. This means soil removal needs to be managed with certain protocols.

Grounds Maintenance

Mr Batt asked the group if they were happy with the current maintenance of the aerodrome grounds. The group agreed that they were happy with the work.

Mr Whitney asked if the Oak trees between NAC and FENZ could be trimmed. Staff would engage a contractor.

Thresholds and OLS

The group discussed any potential new construction near the aerodrome, thresholds, and the OLS of the runway were discussed. It was agreed that changing the thresholds would affect the operators and pilots, this could place pilots and trainee pilots in danger by removing the safety margin. Before making any changes to the thresholds and OLS there needed to be a better understanding how this would affect the safety of the users. A detailed investigation needed to be done and an accurate detailed report produced on what the aerodrome needs to operate safely. This needed to happen before any decisions or changes were made.

The users clarified that they wished to be notified of any resource consents proposed nearby that would affect the operations of the aerodrome as an affected neighbour.

Mr Batt explained that the OLS under CAA rules should be surveyed every five years. He would like to meet these regulations.

Capital Works

Mr Batt advised the group that originally the CAPEX budget for the aerodrome was allocated to resealing the runway. It was discussed in previous meetings as the runway was looking to be in good shape, that there was a possibility to take some of that budget to invest in connecting power to the western end of the aerodrome, where the recreational hangars were. In hindsight, Mr Batt thought it was better to carryover the budget and hold it for resealing. He left it with the group to consider.

Memorandum of Understanding (MOU)

Mr Batt will update the MOU that is overdue, it was suggested he send out the current MOU to identified Stakeholders for feedback. It was noted that a paragraph in the MOU should be added regarding drone flying and that the Aerodrome Operator would always NOTAM any drone within the 4 km radius, irrespective of height. The CAA require the MOU to be updated every two years.

7. General Business

No further items were discussed, and Ms Ewing closed the meeting with a karakia.

The meeting closed at 10.55 am

Next meeting: – 12 July 2023

Action Log – 14 March 2023

Action	Status	Assigned to:
A large area of loose stones needs to be returfed by the fuel pump. (Northern side of the pump).	(Look at cost to concrete the area, as it's a more suitable and a long-term solution)	Christina Ewing
Diamond Grid Check	Get contractors to touch base with Brad Key	Stu Bean
AIP for Motueka to be updated with Taxiways and protocols	Ongoing	Stephen Batt
MOU to be updated with current users and reflect any other necessary changes	Ongoing	Stephen Batt
Produce a detailed report on how changing the thresholds and OLS may affect operations of the aerodrome.	Ongoing	Stephen Batt