

Rotorua Regional Airport Ltd (“RAL”)

Airport Users Group - Meeting minutes

12.3.2013	5.30PM	Rotorua Airport – Terminal Boardroom
Type of meeting	Bi- Annual meeting	
Facilitators	Alastair Rhodes (Airport Company)	
Minute taker	Anna Rodgers (Airport Company)	

2. Welcome and Apologies

Apologies	Lindsey Cameron - Super Air, Don Waters –CAA, Tim Barrow - Volcanic Air Safaris, David Laidlow & Terry Beban- Airport Fire
In Attendance	Alastair Rhodes, RAL. Anna Rodgers, RAL. Lorraine Vincent, Airways. Caroline McLeod, AVSEC. Chris Ennor, Air NZ. Roger Shepherd, Pat Worsley, Neville Worsley, Andrew McMenamin, BRALn Stanley Snr, BRALn Stanley Jnr, Peter Bjarnesen, Craig Iddles, Steve Walker, Barry Vincent

3. Matters arising from last meeting

The minutes from last meeting were acknowledged as an accurate representation of pervious meeting
 Moved by Peter Bjarnesen, seconded by Steve Walker

We have had no official chairman or secretary for the A.U.G in past 6 months.

As no one has come forward to carry on as the Chairman it was moved that we have no official chairman however RAL will take on a facilitators role to facilitate twice yearly meetings and ensure updated and regular electronic communications for all Airport users.

4. Agenda

- 4a) Safety and Runway Incursions**
Lorraine – ATC. There have been no runway incursions for last 3 months but a good opportunity to remind to all users to be aware of rules when using Airport. It was suggested and agreed that a “Runway Safety Forum” be incorporated into Airport User Group meetings – the purpose of this forum is to discuss to potential runway incursion and to maintain safe operations – ATC will facilitate this forum.
- 4b) Apron parking in taxiway**
 Please be courteous of other users when parking in taxiway and refueling stations. Always allow enough room for other to pass safely. RAL agreed to communicate this to other users.
- 4c) Airport User Group structure and meetings**
As above:
- 4d) RAL CEO update and summary of GA sessions**
- General Aviation activity has been actively discouraged in past with a belief that GA cannot co-exist with commercial operations and noise contour consents would not allow. To clarify, a major part of our plan is to actively encourage activity for the overall benefits of the Airport. Noise contours consent documentation demonstrates that we are well below consented levels. Any major increases in GA landings would be consulted to the community and effected neighbours. The soon to be formed Community Advisory Group would also play a role in facilitate this consultation.
 - Rotorua – Sydney update : Alastair updated on the schedule changes to the trans-Tasman service and current passengers numbers across all routes.
 - Airport Company tidy up- earlier this week we had a working bee tidying up the Red Hanger etc getting rid of a lot of rubbish and unused items. The Red Hanger is going to be reroofed over coming months. This is part of our overall maintenance programme to tidy up the Airport grounds with all attendees encouraged to help facilitate this.
 - A consolidated Air transport strategy for Region and creating a seamless GA strategy that includes Tauranga, Whakatane, Rotorua and Taupo was discussed
 - Thank you to those who attended our 1:1 GA sessions – these were most valuable to giving us an insight on past issues and suggestions for future. Following on from this we are working on a “sales kit” and redevelopment plan including surveying the free land to create a plan to utilise the area and to use to sell

Rotorua Airport and all the advantages of operating from here to the wider GA community while also considering other Aviation support industries. Once we are at a draft stage of these plans we will come back to the Airport User Group for consultation and feedback.

- Runway repairs and maintenance scheduled for Feb/March 2014 – however unlikely to affect operations as work schedule for outside flight hours

4e) Open day - 2014

The Airport Open Day has been confirmed for Sunday 30 March 2014 – It is to celebrate the 50th Anniversary of the Airport and 40th Anniversary of Mt Cook first commercial flight. We will be raising funds for the Bay Trust Rescue Helicopter and the Blue Light foundation via Rotorua Police. While still in planning stages we will come to you in early 2014 with ways for GA community to be involved.

Plans to date include: Aircraft static displays, Aero club fly ins, Police dog and AOS display, Air Fir and Fire service display, AVSEC explosive dogs, historic movies/ images, prize draws, face painters and a whole lot more.

General Business

- Airways charges and procedure where discussed as current charging strategy is counterproductive to encouraging GA growth – Alastair to raise at Airport Association meeting. Airport Users are encouraged to join AOPA (Aircraft, Owner, Pilots Association) for further lobbying assistance.
- PBN approach and control zone changes scheduled for 2015 to be communicated from ATC as they arise
- Suggestion of locating GA all in one area has been received and will be investigated along with redevelopment plan which will be sent out for further consultation
- Eastern Arterial Route update.
While parts of route are uncertain RAL is fairly confident that the planned roundabout at just south of Eastgate Industrial Park will go ahead (completion date unknown) this will open up access and more visibility for traffic at southern end of property and create a safer entrance / exit for Airport traffic without impacting on any GA development plans.

Action Points	Person responsible	Deadline
Runway Safety Forum	Lorraine - ATC	MAY 2014 MEETING
Open Day Plan	Anna – RAL	JAN 2014
GA Marketing plan – draft	Alastair / Anna – RAL	FEB 2014
Meeting concluded at 6.35pm		

