

## Rotorua Regional Airport Ltd (“RRAL”)

### Airport Users Group - Meeting minutes

8 Dec 2014 5.00PM

Rotorua Airport – Terminal Boardroom

Type of meeting

Bi- Annual meeting

Facilitators

Alastair Rhodes (Airport Company)

Minute taker

Anna Rodgers ( Airport Company)

#### 1. Welcome and Apologies

Apologies

Caroline McLeod, Don Waters & Terry Beban

In Attendance

Alastair Rhodes, RAL, Lorraine Vincent, Airways, Roger Shepherd, Steve Walker, Barry Vincent & Lindsey Cameron.

#### 2. Matters arising from last meeting

Alastair Rhodes facilitated the meeting. The minutes from the last meeting were acknowledged as an accurate representation of previous meeting and were taken as read. All matters arising from the previous meeting have been cleared and actioned

#### 3. Agenda

##### 3a) Runway Signage

As part of the Airports 5 yearly CAA review, the CAA has recommended that the Airport needs to comply with runway hold-point signage regulations that are currently recommended in an advisory circular and that are likely to become a 'rule' next year. As illuminated Airways will provide and look after this signage with it expected to be in place by June 2015 (Airways to confirm exact timings).

##### 3b) Secure Designated Airfield

In light of the suspension of the ROT-SYD service the secure designated airfield status at Rotorua Airport will be reviewed in approx. April/ May 2015. It is the Airport Company's view that we should retain the parameter fencing and security infrastructure while creating our own security identification system to ensure safety and security on airfield.

\*Note: Only scheduled jet operations require SDA status and will be reinstated for a scheduled jet service.

##### 3c) Runway Safety forum – Lorraine Vincent, Airways

There has been no runway inclusion to report from last quarter.

##### 3d) Ag Operations – Lindsey Cameron, Super Air.

Super Air would like to advise airfield users of the increased performance of their new aircraft therefore reminding other operators to keep a safe distance during operation. There has been a recent recorded near miss between Super Air and a helicopter operator.

##### 3e) Landing Fees

A simplified version of landing fees has been devised to make it easier for GA to operate from Airport – locals discounts can be arranged on a 1:1 basis with Airport Company. Please note micro light fees will still be waived moving forward as per in the past.

#### General Business

Alastair updated the team on:

- Domestic terminal toilets have had a soft refurbishment and now open again for public.
- Helicorp will be operating flights over summer from Todd Hangar.
- New hangar to be built for new Airport tenant ( private operator) in early 2015
- Ride the Runway – new biking event will be held in old jump zone and on runway (after last flight of day) Friday 13 February 2015 at dusk in conjunction with Rotorua Bike Festival Trust. NOTAMS will be issued prior to event.
- Alastair's last day is February 15 2015, his replacement is due to be announced in coming weeks.

All attendees were invited to stay on after meeting for the Airport Xmas quiz night function in Robert Harris Café.

Meeting concluded at 5.35pm