

FURNEAUX GROUP AVIATION SPECIAL COMMITTEE

Unconfirmed Minutes

DATE: Wednesday 8th June 2016
VENUE: Rose Garden Room, FAEC, Whitemark
COMMENCING: 1pm

PRESENT:

Mayor Carol Cox	Chair
Cr P Rhodes	Council
Cr K Stockton	Council
Peter Barron	Charter Aircraft
Ben Foot	Airport Operations
Linda Nicol	Community Representative

APOLOGIES:

Noel Bowland	(Sharp Airlines) RPT Operator
Michael Buck	Flinders Island Tourism & Business Assoc.
Denise Gardner	Cape Barren Island
John Loudon	Multi-Purpose Centre
...	Department of State Growth <i>(Note there was no allocated contact with DoSG at the date of the meeting)</i>

STAFF IN ATTENDANCE:

Sophie Pitchford	Acting General Manager
Vicki Warden	Executive Officer (Minute Taker)

CONFIRMATION OF PREVIOUS MINUTES

Moved: Cr K Stockton Seconded: L Nicol
 That the minutes from the meeting held on the 16th February 2016 are a true record.

CARRIED

CORRESPONDENCE IN

Nil

CORRESPONDENCE OUT

17.05.2016 Committee Members - Draft preliminary business case for the runway upgrade

NOTED

AGENDA

Item 1: Airport Staffing

The sad passing of Jeff Grace, Council's Airport Manager of many years, was acknowledged. Operations Officer, Ben Foot, has stepped up in his role and is now the key operational officer. Cody Swan has been moved from Works and Services to the airport and he and Donald Withers provide support for Ben. Sophie reported that Ben has been doing an amazing job and consultants

and the Works and Services Manager are providing him with assistance. Council is providing Ben with opportunities to upskill as required.

The General Manager (and the Acting General Manager in Raoul's absence) continues to cover the role of Airport Manager for CASA requirements. This situation will remain until a decision is made on the runway and ownership of the airport. The decision on ownership is not expected to be prolonged. Feedback from this meeting will be incorporated into the Preliminary Business Case; it will then be sent to the Minister for Infrastructure to be considered. If the Airport Manager's position is to be refilled by Council it will be a transparent process and there will not be a direct appointment.

Action: *Include a contingency line against wages in the budget for the Airport Manager position.*

The Acting General Manager's report was noted.

Carol reported that due to the amount of flooding across the state, the Federal Government could put into place flood recovery assistance. Council is keeping track of all costs associated with short runway damage and repair due to rain in case we fit the criteria.

Item 2: Preliminary Business Case – Runway Upgrade

Comments on the Draft Preliminary Business Case Runway Upgrade report were received:

- The Department of Infrastructure are happy with the report with no changes requested.
- Preference is a replacement runway that does not require the current 14/32 runway to be out of action for 12-18 months limiting the type of aircraft that could land during that time. It would destroy the economy of the Island.
- Need to plan long term and for longevity by building a new runway to the maximum strength that can be afforded.
- Need to emphasise the report includes RPT passenger numbers not total aircraft passenger numbers at tables 7 and 8.
- Incorporate latest RPT passenger numbers in report.

Action: *1. Send email to Sophie by close of business Friday with other comments on the report.
2. Take the report to the June Council Meeting for consideration by Council.*

Item 3: Development of Hangers

Recent interest has been shown by local aviation operators in having hangers at the airport to house their planes/base their operations. Work was being done on placement of hangers before the runway issues developed. Ideally private and commercial operations should be separated for safety and security reasons (as per master plan). The intention was to develop the area west of the terminal to the Council workshop for commercial operators and extend the apron. The land on the opposite side of the airport could continue to be leased to private users who would then build their own hanger (same arrangement as with L Walker).

The benefits of having the commercial operators on the terminal side are access to services and proximity to infrastructure. There is currently enough room for 3 hangers and another 3 could be

located in the area currently occupied by the Council office and workshop. The area could be developed in stages. Stage 1: 2-3 hangers with gravel or lightly sealed taxi way and a concrete apron out the front of the hangers. Stage 2: Sealed apron to the hangers.

Action: *1. Discuss requirements with commercial operators to inform a report on the development of two commercial aviation sites in the commercial area of the airport.
2. Report to go to the Furneaux Group Aviation Special Committee for consideration then to Council.*

Item 4: Council's Aviation Policy

It was noted that the Draft Aviation Policy was formally adopted by Council at the 17th March Ordinary Meeting of Council.

Item 5: Runway 14/32 Priority Pavement Repair Program

Ben foot provided an update on works undertaken over the past few months and works scheduled for the coming months (refer attachment).

Airport security systems need to be upgraded. A new security system will be installed, security swipe cards will be reissued and all padlocks will be replaced. A new security register will be created. CCTV will also be installed in the terminal in case of an incident occurring there.

Ben is currently planning a full emergency exercise which CASA requires every 2 years. Linda offered her assistance with planning if required.

The Safety Management System and the Aerodrome Manual have been rewritten and a new Emergency Plan will be finalised this week. The Drug and Alcohol Management Plan is in place and Council is investigating getting testing done at the same time as Hydro staff. Random testing is also being investigated.

Item 6: Other Business

Aviation Fuel

The Airport Master Plan does not adequately address the aviation fuel problem. Current fuel facility is deteriorating. Current usage is estimated at 4 x 23,000 litres jet fuel and 25,000 litres of aviation gas. Need to investigate options for fuel with access provided via a swipe card system.

Action: *Include a fuel development report with the commercial development report (Item 3).*

Next Meeting: 2.12pm

The next meeting date for this Committee is set for 1pm, 27 July 2016.

Meeting Closed