

**FURNEAUX GROUP AVIATION SPECIAL COMMITTEE**  
**Unconfirmed Minutes**

**DATE:** Tuesday 27<sup>th</sup> September 2016  
**VENUE:** Rose Garden Room, FAEC, Whitemark  
**COMMENCING:** 1pm

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**PRESENT:**

Mayor Carol Cox	Chair
Cr P Rhodes	Council
Cr K Stockton	Council
Peter Barron	Charter Aircraft
Noel Bowland	(Sharp Airlines) RPT Operator
Ben Foot	Airport Operations
John Loudon	Multi-Purpose Centre
Linda Nicol	Community Representative

**APOLOGIES:**

Michael Buck	Flinders Island Tourism & Business Assoc.
Deborah Davis	Department of State Growth
Denise Gardner	Cape Barren Island

**STAFF IN ATTENDANCE:**

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

**CONFIRMATION OF PREVIOUS MINUTES**

Moved: L Nicol      Seconded: Cr K Stockton

That the minutes from the meeting held on the 8<sup>th</sup> June 2016 are a true and accurate record.

CARRIED

**CORRESPONDENCE IN**

Nil

**CORRESPONDENCE OUT**

19.01.2016	Paul Hodgen (Launceston Airport) – Appreciation of the sliding door to the Sharp Terminal, additional signage and ease of use of annual parking card
15.06.2016	Amended unconfirmed minutes to committee members
27.07.2016	Aviation Special Committee Meeting rescheduled to committee members
22.08.2016	Update to committee members
07.09.2016	Notice of meeting on 27 September to committee members

## AGENDA

*Note: S Pitchford provided an update on staffing at the airport. Ben Foot has been appointed as Acting Airport Manager backed by a consultant and the Devonport Airport. Cody Swan has been appointed to the permanent position of Reporting Officer. Ben undertook training in a new reporting system developed by the Devonport Airport. The reporting system has been installed at Flinders Island Airport and in the 3 weeks since implementation considerable data has been collected and patterns are emerging. Staff carry out 10 serviceability inspections and 5 wildlife inspections each day.*

### **Item 1: Preliminary Business Case – Runway Upgrade**

The Draft Preliminary Business Case Runway Upgrade report was considered by Council at the June Closed Council Meeting with the decision to release the report to the State Government and to make it available to the public. The report is available on Council's website.

The report is still with the State Government which is considering Council's request for funds to assist with the upgrade of the runway. It is also considering the option of TasPorts taking over the airport and there have been discussions with TasPorts around this option. Inquiries are ongoing at this stage.

*The update was noted.*

### **Item 2: Airport Hangers Report**

Council engaged the consultant company QC<sup>3</sup> to investigate the viability of the development of two commercial aviation hangers in the commercial area of the airport. The report has been received and was presented to the Special Committee for consideration. The estimated cost of a hangar is \$80,000.

*The report was noted as being received.*

The recommended hangar design will fit up to three aircraft. It was agreed that each hangar should be separate with no shared facilities. It is considered preferable to have general aviation hangers on the other side of the airport separate from commercial activity. In time a toilet may need to be provided on the private side.

A gravel taxiway to the commercial hangars with a concrete apron out front would be adequate for the aircraft operators currently expressing an interest in using the facility. Costs of a gravel taxiway would be small.

The Master plan indicates there is room for four hangars on the commercial site and there are currently two interested parties. Suggestion to lease land to the two interested parties and the final two locations could be provided under a different arrangement.

Possible lease arrangements, such as bundling of landing charges into a lease agreement, and reviewing of arrangements if major changes to the business occurred, were briefly discussed.

Moved: P Barron                      Seconded: Cr K Stockton  
Recommended that Council accepts the report and progresses it to the next stage.

CARRIED UNANIMOUSLY

**Item 3: Aviation Fuel Storage Facility**

Council engaged the consultant company QC<sup>3</sup> to investigate the viability of maintaining an aviation fuel storage facility at the airport. The report has been received and is now presented to the Special Committee for consideration. An estimated cost of an automated fuel system to dispense fuel from the facility is \$160,000. Council has not yet considered this report.

*The report was noted as being received.*

Discussion on fuel at the airport ensued, noting that Peter Barron indicated it currently costs around 60 cents per litre, for operators to get fuel to the Island. If it became more affordable there would be improved safety of aviators. Flinders Island Airport is often used as a refueling point because of its location.

Moved: L Nicol                      Seconded: B Foot  
Recommended that Council accepts the report and moves to the next stage.

CARRIED UNANIMOUSLY

**Item 4:                      2016 CASA Surveillance Report**

The 2016 CASA Surveillance Report has been received. During the inspection it was noted that the deteriorating pavement issues are ongoing however they are being effectively managed.

In 2015 seven non-compliance and two safety alerts were issued during a partial audit. This year there was only one observation as well as the continuing non-compliance around the runway. The report shows definite progress. Mayor Cox congratulated staff on the improvements.

The security system has been upgraded and CCTV has been installed in the terminal which also covers the baggage area. Signs are up to say surveillance is in place. The gate codes have been changed and will be changed regularly. Swipe cards could be added to the current system but this would cause difficulties with weekend access.

*The update was noted.*

**Item 5: Airport Emergency Exercise**

A major emergency exercise for the airport will be undertaken on the 29<sup>th</sup> September. The exercise has been planned to test all the local agencies. SES members will be using a moulage kit to make up accident victims, including high school students taking apart in the school holiday program. A full exercise report will be presented at the next meeting.

*The update was noted.*

**Item 6: Solar Array at the Airport**

There have been ongoing issues with the solar array so it has been dismantled. It designed to handle 120km winds but they modules have not coped in the continuous strong winds typical on the Island. The plan is to permanently mount them in one position so they don't track. This will reduce capacity by 20% but they will take up less space, and be more secure in strong winds. Quotes have been lodged with the insurer.

*The update was noted.*

**Item 7: Public Submission**

A request for public submissions was advertised in the Island News on 25 August and 8 September and no submissions were received.

*Noted that there were no public submissions.*

**Item 8: Other Business**

King Island has been contacted for information about wifi at their airport and they have sent contact details of the person at Department of State Growth who deals with it.

**ACTION:** BF to follow it up.

Private Passengers on Tarmac

Now the new apron is in place, passengers from private aircraft walk straight past the RPT to the terminal. There are plans to mark a walkway path on the apron to guide people. It's not expected to solve all the problems but it will help. There is also signage directing people to use the GA gate instead of the terminal.

Lack of Available Seats on Plane

It has been noticed by a large number of the population that Sharp is flying in a lot of groups and locals can't get seats on the plane. In winter, with reduced schedules to Essendon, there were only 40 seats to Melbourne each week. In summer, many locals book in advance and then the tourist can't get on the plane.

NB This has been an ongoing issue. Sharp will put on additional flights if needed when bookings are not made in advance, they don't know another plane is needed.

Changes are being made to Sharp's website so that if a flight is full it will tell you to contact Sharp and they can waitlist you in case another flight is needed.

Essendon Shuttle Bus

This service meets all Sharp flights and provides free transport to Tullamarine and the train station. The service is being well utilised.

**Meeting Closed: 1.55pm**