

**WARRNAMBOOL REGIONAL AIRPORT REFERENCE GROUP (WRARG)
MINUTES**

Date:	Monday 15 th March 2021.	Time: 11.00 am.	Location: Terminal Building or ZOOM.
Meeting Objective:	Discussion & Advise on Airport Operations and Development, Security, and Emergency Management.		
Attendees:	Stephen Lucas (Chairman) Cr Max Taylor (Warrnambool City) Cr Jim Doukas (Moyne Shire) John Stuart, Errol Stewart, Chris Daffy, Ken Veal.		
WCC Staff in attendance:	David Leahy (Director City Infrastructure) Luke Coughlan (Manager Infrastructure Services) Terry O'Sullivan (Airport Reporting Officer, ARO)		
For Information:	Shane Robe, Anthony Dowd (ARO's)		
Apologies:	Janelle Martin.		

No	Discussion	Who	Action
1.	Welcome & Apologies.	Chair.	
2.	Declaration of conflict of interest.	All.	Stephen Lucas – Hangar Owner/Aero Club. Ken Veal – Hangar Owner/Aero Club. Errol Stewart – Hangar Owner/Aero Club. John Stuart – Hangar Owner. Chris Daffy – Midfield Group.
3.	Confirmation of minutes of Meeting Monday 14th December 2020. Minutes tabled at Executive Management Team Meeting 19th January and Council Meeting of 1 st February 2021.	All.	Moved: John Stuart. Seconded: Ken Veal. Carried. David Leahy advised the Group that in the future the Meeting Minutes would be included in Agenda tabled at the next Council Meeting.
4.	Business arising from the Minutes.		Nil.
5.	Site Inspections. 18 th December 2020, David Leahy, Stephen Lucas, and Terry O'Sullivan,		Noted by Group. Cr Taylor acknowledged the visit very worthwhile and provided a good overview of the operations and use.

	21 st January 2021, Cr Max Taylor, David Leahy, Stephen Lucas, and Terry O'Sullivan.		
6.	<p>Warrnambool 2040.</p> <p>2040 Outcome:</p> <ul style="list-style-type: none"> Warrnambool's Regional Airport meets the needs of business & industry, tourism and local residents. <p>The changes we want by 2026:</p> <ul style="list-style-type: none"> Warrnambool Regional Airport Runway Upgrade and other priority projects are completed. 		<p>Noted by Group.</p> <p>David Leahy advised the group that the 2040 Plan is an aspirational type plan noting many items that the Community would like implemented.</p>
7.	<p>CASA, 2020 Manual of Standards, MOS, for Airports, Certification.</p> <p>The new regulations came into force 13th August 2020.</p> <p>Application for Certification, Airport Operations Manual, and any grandfathering clauses is to be submitted to CASA by the 13th May 2022. CASA then have 6 months to review the Airport Manual and associated documentation prior to issuing Certificate.</p> <p>The definition of "upgrade" in the 2020 MOS that is most applicable to Warrnambool is:</p> <p>For an existing aerodrome facility, means any change to the facility which, for the first time after the commencement of this MOS, enables any of the following changes to aircraft operations using the facility, namely, a change:</p> <ul style="list-style-type: none"> Which enable the aerodrome to accommodate aircraft of a higher category specified in the ARC under section 4.01 of this MOS than was the case before the change; 		<p>Much discussion on this subject and general consensus that it be an opportune time to review the Airport Development Plan in conjunction with a review and update of the Operations Manual.</p> <p>It is critical for Warrnambool that our existing 150-metre flight strip is "grandfathered" in our Operations Manual.</p> <p>The cost of upgrading to the proposed new standards if we do not have this grandfathered would be huge.</p> <p>The two largest future projects - lengthening and strengthening the main runway plus additional apron and a new taxiway are identified as high priority projects in the current Airport Development Plan.</p>

			Some initial costing work needs to be done on these projects to enable discussions to begin with Federal and State Governments.
8.	<p>Fees and Charges.</p> <p>Council welcomes input from the Group on Fees and Charges and will engage and continue with a consultative process with the Group.</p> <p>The Chairman on behalf of users/tenants has provided feedback to Council's Director City Infrastructure.</p>		<p>Council Officers tabled a DRAFT landing/usage Fee Structure For discussion and consideration.</p> <p>Much discussion took place on this topic with key point being keep it simple and not overcomplicate structure.</p> <p>Group advised that any Fees generated go to reducing the operating deficit of the Airport.</p> <p>David Leahy advised that further works are required relating to Maintenance Fees and Lease Agreements with Tenants.</p> <p>Reference Group members to provide feedback on the tabled Draft fee structure to Director City Infrastructure or the Committee Chair.</p>
9.	<p>Windfarm Developments.</p> <p>The proponent for the Willatook and Hexham Wind Farms continues to lobby Council for approval to raise the MSA for the RNAV-GNS approach for Runway 13.</p> <p>Council's position has been that no change to the MSA occur to protect the Airspace/Airport now and in the future.</p> <p>Council Staff had a video conference meeting with Wind Prospect the proponent for the Windfarms on the 18th February</p>		<p>Representatives from Wind Prospect joined the Meeting (via Zoom) to provide information on requested change to the MSA and to answer any questions from the group.</p> <p>Council's position has been that no change to the MSA occur to protect the Airspace/Airport now and in the future.</p>

	2021. The focus of this discussion centred on raising the MSA for Runway 13 RNAV by 200ft.		<p>The position agreed by the aviators in the group after the brief by the representatives of the wind farm was that the proposed raising of the Minimum Sector Altitude (MSA) by 200 feet would impact the ability of aircraft flying the GPS arrival to become visual and land. They therefore did not recommend agreement to the proposal. The group noted that the proposal did not change the GPS approach (which is different to the arrival)</p> <p>Agreement that the proposed alterations to the MSA to enable the installation of towers, is not agreed to by the Reference Group Member as it has an adverse impact on aviation activities.</p>
10.	<p>Pavement Maintenance.</p> <p>Repairs undertaken by Council Staff Wednesday 3rd March at intersection of Runway 31 and Taxiway C, and on main apron.</p>		Noted by group.
11.	<p>Regional Airports Funding Program.</p> <p>Awaiting response on application to Spray seal the gravel Runway 04/22 and mark as per the Manual of Standards 2020.</p>		Noted by group.
12.	<p>CFA Air Base.</p> <p>Base activated around midday 13th January 2021. Fixed wing firebombing Aircraft were loaded 7 times for firefighting near the Framlingham Forest.</p>		Noted by group.
13.	<p>Hangar 16.</p> <p>Hangar was demolished 23rd February.</p>		Noted by group.

14.	<p>Regular Passenger Transport, RPT, Service.</p> <p>Nothing further to report since last Meeting.</p>		Noted by group.
15.	<p>Obstacle Limitation Surfaces, OLS.</p> <p>Discussion held with the property owner at the western end of the Airport, 1st October 2020, seeking permission to prune Eucalypt plantation that is infringing the take off surface for Runway 31. Owner has agreed to some selected pruning of trees.</p> <p>Selected tree trimming, cypress hedge and Eucalypt plantations on approach to Runway 31 undertaken 30th November to 2nd December</p>		<p>Requires ongoing monitoring and consultation with neighbouring property owners.</p> <p>The 2021 OLS Survey to include survey data for proposed extension of Runway 13 to the west (100, 200, & 300 metres) to identify if any fixed obstacles exist in the approach surface in light of the 2020 MOS.</p> <p>AirServices are also requesting runway threshold (THR) point co-ordinates for publishing in AIP/ERSA.</p>
16.	<p>On/Off Shore operations.</p> <p>Off Shore Operations for the Thylacine Gas Rig continue.</p> <p>Ocean Onyx is now in operation off the coast from Port Campbell.</p> <p>Hangar 3 is being extended to the west to provide additional space for operations.</p>		Noted by group.
17.	<p>Aero Club Redevelopment.</p> <p>Works still proposed, Club currently finalising plan, which is to be submitted to Council for consideration.</p>		Noted by group.
18.	<p>Non-Aviation Activities.</p> <p>18.1. Driver Training.</p> <p>Conducted 13th & 14th January 2021.</p>		Noted by group.

	<p>18.2. Holden Special Vehicle Club of Victoria.</p> <p>Contact has been made with Council about the possibility of using the Airport for a Motor Sport Activity.</p> <p>Participants would travel from all parts of Victoria for an event and would require accommodation, meals, fuel, etc.</p> <p>18.4. Drag Race Events.</p>		<p>No commitment has been made to Club.</p> <p>No events for last season due to COVID.</p>	
19.	<p>Australian Airports Association (AAA)</p> <p>Vic Division Meeting held 3rd March at Avalon. O'Sullivan participated via Webinar.</p> <p>Next Meeting is scheduled for 11th August in Melbourne.</p>		<p>March Meeting was focused on recovery of the Airline Industry post COVID19.</p>	
20.	<p>General Business.</p>	All.		
21.	<p>21.1 Next Meeting. Monday 14th June 2021.</p> <p>22.2 Close of Meeting. 12.05 pm.</p>	Chair.		