

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

Date:	Monday 17 th February. Time: 10.30 am. Location: Airport Terminal.
Meeting Objective:	Discussion & Advise on Airport Operations and Development, Security, and Emergency Management.
Attendees:	Stephen Lucas (Chairman) Cr Robert Anderson (Warrnambool City) Cr Jim Doukas (Moyne Shire) John Stuart, Ken Veal, Errol Stewart,
WCC Staff in attendance:	Ben Storey (Manager Facilities & Projects) Terry O'Sullivan (Airport Reporting Officer, ARO)
For Information:	Shane Robe (ARO) Kevin Hickey (ARO)
Apologies:	Scott Cavanagh (Director City Infrastructure) Janelle Martin, Troy Bentley, Chris Daffy.

No	Discussion	Who	Action
1.	Welcome & Apologies.		
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.
3.	Confirmation of minutes of Meeting 9th December.		Moved: Jim Doukas. Seconded: John Stuart. Carried:
4.	Business arising from the Minutes.	All.	Item 8.2 Windfarms regarding request to raise 10 NM Minimum Safe Altitude.
5.	Inward Correspondence. 5.1. Advisory Circular regarding reporting of tall structures. 5.2. Department Home Affairs re Transport Security Program. Outward Correspondence. 5.3 Ambulance Victoria re Regional Airports Funding Program and their minimum aeromedical operational requirements (13 th		

	December 2019) 5.4. Telstra be contacted in regard to the faded markings on the Tower Hill Communications Tower along with consideration to adding Obstacle Lighting as well (13 th December 2019)		No response to date.
6.	Aviation Business Park. 6.1. 2 Hangars being constructed. Warrnambool Bus & Lines awaiting on Council to finalise lease agreement. 6.2. No current enquiries regarding the construction of Hangars.		Approvals in place, construction to commence shortly. Noted by Group.
7.	Development / Capitol Works. The Reference Group has previously discussed and recommend to Council that Capitol works priorities be as follows: <ol style="list-style-type: none"> 1. Construction of 7,300 m² additional Apron area and upgrade eastern taxiway off Runway 31 to Code C to improve Aircraft flow and increase parking area. 2. Strengthen and lengthen Runway 13/31. 3. Spray seal runway 04/22 and markings. 		Query on status of removal/relocation Hangar 16. Group advised legal advice being reviewed.
8.	Airport Management and Operations. 8.1. CASA review of Manual of Standards, MOS, for Airports. Council will have 2 years to transition to the new MOS if it is to become a Certified Airport.	Terry O'Sullivan.	Much discussion on item. All agreed that It is imperative to make this transition to ensure Council maintains published procedures for the Airport. The result of not being certified would be a severe curtailment (or relocation) of Air Ambulance fixed wing services and HEMS4 Operations. A relocation of the offshore Helicopter operations.

	<p>8.2. HEMS4 Facility. Generator commissioned Friday 7th February.</p> <p>8.3. Windfarms. Council in receipt of assessments by Airservices Australia in regard to the Hexham and Willatook Windfarms. Construction has commenced on Mortlake South.</p>		<p>A severe curtailment of commercial operations in and out of Warrnambool.</p> <p>A reduction in training flights to Warrnambool along with a reduction in general aviation and tourist activity.</p> <p>All of the above would put our refuelling installation in jeopardy, further reducing activity.</p> <p>The above will happen because not being certified will mean:</p> <p>A reduction in safety due to reduced runway inspections. Loss of the RNAV instrument approach used in bad weather and at night. Deletion of Warrnambool from the Enroute Supplement (Pilot's Airport list) No Notams for Warrnambool (critical aviation related notices) No TAF (terminal area forecast) General reduction in standards.</p> <p>In addition to these items, if Council do decide not to certify our airport and wish to do so in the future it will be extremely expensive as we have our current arrangements "grandfathered" and that will not be the case with a new application.</p> <p>Noted by Group.</p> <p>All agreed that Council refuse to give approval to Windfarm proponents to raise the 10 NM Minimum Safe Altitude.</p>
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9.	<p>Aero Club.</p> <p>Club working through lease and finalising approvals, plans, and costings for their proposed redevelopment.</p>		<p>All progressing well and Club are looking at commencing works around March 2020. The new facility is to be connected to the Airports Sewer System.</p>	
10.	<p>RPT / Charter Operator.</p> <p>Nil to Report.</p>		<p>Nil to Report.</p>	
11.	<p>On/Off Shore operations.</p> <p>Off Shore Operations for the Thylacine Gas Rig still continue.</p> <p>Beach Energy in discussion with Hangar 2 owner regarding additional office space, amenities, muster room, etc plus plans ex Warrnambool as follows:</p> <ul style="list-style-type: none"> • Helicopter operations for approximately 1 week commencing 10th February Thylacine operations. • Helicopter operations daily commencing approximately 10th March for the remainder of March Thylacine operations. • April – Commence Otway Offshore Drilling campaign – Fixed wing ex Essendon (Sharp Airlines) a.m. arrival, transfer to Helicopter to rig and return to Warrnambool. The fixed wing subsequently departs for Essendon post transfer of PAX from outbound helicopter leg, approximately 5 days per week for initially 12 months thereafter with well based extension options. <p>Anticipated that a lot more activity to occur in this space.</p>		<p>Noted by Group.</p>	
12.	<p>Drag Race Facility/Events.</p> <p>Saturday's 29th February event cancelled. No more events for this season.</p>		<p>To progress a stand-alone facility the Drag Club need to put a proposal to Council.</p>	

13.	<p>Airport Emergency Management and Security.</p> <p>Response from Home Affairs regarding Transport Security Program.</p>		<p>The Department acknowledges Warrnambool Airport's current Transport Security Program (TSP) expires in July 2020. The Department does not require Warrnambool Airport to submit a revised TSP. Existing aviation security requirements remain in place until otherwise advised.</p> <p>If Warrnambool Airport's current operations change significantly, please contact the Guidance Centre.</p>
14.	<p>Australian Airports Association (AAA)</p> <p>14.1. Victorian Division Meetings are scheduled 21st April at Holiday Inn, Melbourne Airport and 19th August.</p> <p>14.2. AAA have previously flagged to have a Meeting in Warrnambool in 2020.</p> <p>14.3. AAA National Conference is in Sydney 24th to 27th November.</p>		<p>Noted by Group.</p>
15.	<p>General Business.</p> <p>15.1. OLS. Tree Trimming recently completed where trees each end of the main Runway were infringing the approach and transitional surfaces.</p> <p>15.2. Fees and Charges. Previously discussed and included I fees and charges discussion paper that in lieu of landing fees that locally based operators be charged an annual usage fee, \$1,000.00 Commercial and \$200.00 Recreational operator. This is be implemented in new leases and as existing leases come up for review.</p>	<p>All.</p>	<p>Group advised that Council is reviewing Airport operations, assessing options for scaling back to an ALA or transition to Certification, and fees and charges for the Airport.</p> <p>Reference Group to be kept informed and consulted with on all of the above.</p>

16.	16.1 Next Meeting 16.2 Close of Meeting.	Chair.	Monday 18 th May 2020. 11.15 am.
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