

**Minutes of the Queenstown Airport Liaison Committee held at Queenstown
Airport on Tuesday 17 February 2015**

- Present:** Jane Taylor (Chair), Scott Paterson (QAC CEO), Scott Freeman (Community Representative), Dave Matthews (General Aviation), Kelly Campbell (Noise Administrator)
- In Attendance:** Sean Thompson (QAC GM Property), Blair Devlin (QLDC)
- Apologies:** Steve McIsaac (Community Representative) Mike Clay (QAC GM Operations), Clayton Lightfoot (Airways), Greg Miller (Community Representative), Bob Fletcher (Air New Zealand), Richard Kemp (QLDC)
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The meeting commenced at 6:10pm.

1. Welcome:

The Chair welcomed participants to the meeting and accepted the apologies. No residents attended the meeting.

2. Minutes of Last Meeting:

The minutes from the Queenstown Airport Liaison Committee on 17 November 2014 were accepted by the Committee.

Matters arising from the 17 November meeting:

There were no matters arising from the previous meeting.

3. Action Plan Review:

There were no changes to the Action Plan Review.

4. Review of the PC35 – QALC Work Plan February 2015 - 2016:

The Work Plan was updated for the year February 2015 - 2016.

5. Standing Agenda Items:

Aircraft Activities

The Committee noted the number of total aircraft movements at the Airport for the three month period to 31 December 2014.

Unplanned Engine Testing incidents

Noted.

Complaints register summary

Four residents (Jo Smith, Barbara Williams, Bryan Waters and Brigg Maund) were invited to attend the meeting but were unable to attend for various reasons.

The Committee noted the complaints that had been received since the last meeting. Jo and Barbara had lodged complaints about low flying helicopters over Frankton. Bryan had complained about low flying aircraft over Kelvin Heights, and Brigg raised concerns about low flying fixed wing aircraft over Quail Rise.

A discussion on low flying helicopters approaching the airport on landing from the Frankton arm of the lake occurred. The Committee noted that helicopter noise on this approach generated by far the most complaints to the QALC. Over The Top Helicopters (OTT) and Helitours continue to be ongoing offenders, with OTT allegedly usually flying in well below 1000ft and often two at a time in the normal course of landing.

It was agreed by the Committee that relying on the operators to establish a voluntary procedure has not worked (although three companies, including THL, have endeavoured to comply) and that this issue needs to be addressed formally through either an Aeronautical Information Publication (AIP) or with Noise Abatement Procedures. It was agreed that Mike will bring to paper to the next meeting on a way forward to deal appropriately with this issue.

The Committee discussed the issue of noise associated with fixed wing aircraft over Quail Rise and whether this was a result of the construction activities on the Frankton Flats. QAC will endeavour to establish if this is a temporary or a permanent issue prior to the next QALC meeting.

The Chair thanked Kelly for the very full and helpful reporting of complaints to the Committee and the follow up actions that had occurred.

6. Operational Reporting:

The Operational Report by Scott Paterson was noted. Additional matters raised were:

- It was noted that the committee would visit 82 McBride Street once it has been completed as a show home.
- Engagement with homeowners in relation to the proposed mitigation measures had been positive.

7. General Business:

There was no general business.

8. Upcoming Committee Meetings for 2015:

The next meeting will be Wednesday 10 June 2015. Scott Paterson noted that he will not be attending as he has a prior commitment.


The future meetings are:

Wednesday 16 September 2015

Wednesday 11 November 2015

The meeting concluded at 7:35pm.

Authorised as a true and correct record of proceedings.


Jane Taylor
Chair
Date: 7 July 2015

**Minutes of the Queenstown Airport Liaison Committee held at Queenstown
Airport on Tuesday 7 July 2015**

- Present:** Jane Taylor (Chair) (via teleconference), Scott Freeman (Community Representative), Dave Matthews (General Aviation), Mike Clay (QAC GM Operations), Clayton Lightfoot (Airways), Greg Miller (Community Representative), Bob Fletcher (Air New Zealand), Kelly Campbell (QAC Noise Administrator)
- In Attendance:** Sam Nelson (Lane Neave), Matthew Day (QAC Commercial Manager), Richard Kemp (QLDC)
- Apologies:** Scott Paterson (QAC CEO), Steve Mclsaac (Community Representative)
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The meeting commenced at 6pm.

1. Welcome:

The Chair attended via teleconference and welcomed participants to the meeting. The apologies were accepted. One resident (Brigg Maund) was to have attended the meeting but did not show.

2. Minutes of Last Meeting:

The minutes from the Queenstown Airport Liaison Committee on 17 February 2015 were accepted by the Committee.

Matters arising from the 17 February meeting:

There were no matters arising from the previous meeting.

3. Covenant and Noise Agreement

Sam Nelson from Lane Neave summarised the covenant and noise agreement that will be presented to homeowners who are eligible for noise mitigation works on their house. He talked the Committee through the obligations of both QAC and the homeowner, and explained that the agreement had been changed substantially so that non-legal language was used to make it as user-friendly as possible.

The proposed covenant is now in a form where it can be peer reviewed on behalf of the homeowners by an independent solicitor, to obtain an objective point of view from a homeowner's perspective. It was agreed the Chair and Community Representatives would recommend a solicitor to carry out this review, and would send a letter with instructions explaining the intent of the review. The fees for the independent review will be met by QAC. The peer review should be completed by the next meeting. Although the independent review would be made available free of charge, homeowners will still be able to obtain their own legal advice if desired.

In the covenant it was queried if clause 2.1.b (ii) was legal, as it reads that the homeowner is not able to lodge a complaint other than through the Noise Management Plan. Sam explained that the process for making noise complaints is covered through the NMP anyway, and that the specific intent of this clause was to stop homeowners complaining of noise through a community group and/or society. It is important to note that if the designation changes (e.g. night flights are permitted), then the covenant is no longer valid to the extent of any changes.

Another query raised was what happens when the house is tenanted and would the covenant cover occupiers of the house as well. Sam advised the covenant is registered on the title so tenants will be bound to it. QAC's project manager (RCP) needs to ensure that owners who have tenanted their property obtain the tenant's signature on the agreement.

Sam Nelson left the meeting at 6.30pm.

4. Action Plan Review:

There were no changes to the Action Plan Review.

5. Review of the PC35 – QALC Work Plan February 2015 - 2016:

There were no changes made to the Work Plan for the year February 2015 - 2016.

6. Standing Agenda Items:

Aircraft Activities

The Committee noted the number of total aircraft movements at the Airport for the three month period to 31 March 2015.

Unplanned Engine Testing incidents

Noted.

Complaints register summary

The Committee noted the complaints that had been received since the last meeting.

It was agreed Mike Clay, Dave Matthews and Clayton Lightfoot would work together to bring some recommendations for inclusion in the AIP, or Noise Abatement procedures to counteract these issues. Mike Clay will lead this project and will report on progress and any recommendations at the next QALC meeting.

7. Operational Reporting:

The Operational Report was taken as read.

- The trial home open dates were noted by the Chair and she encouraged Committee members to attend one of these.
- Letters engaging homeowners on the next steps of mitigation were sent out in June for the Inner Noise Sector and July for the Mid Noise Sector.
- Mike Clay advised the Committee that there may be a construction noise issue due to the runway widening and overlay, and that he would brief the Committee at the October meeting.

8. General Business:

There was no general business. The chair commented that members of the committee were more than welcome to take up the offer of attending the meeting via telephone conference if that was more convenient.

9. Upcoming Committee Meetings for 2015:

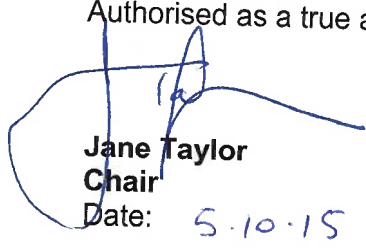
A discussion on the upcoming meetings occurred and it was agreed the future meetings are:

Monday 5 October 2015

Monday 9 November 2015 (if required)

The meeting concluded at 6:55pm.

Authorised as a true and correct record of proceedings.



Jane Taylor
Chair
Date: 5.10.15

**Minutes of the Queenstown Airport Liaison Committee held at Queenstown Airport
on Monday 5 October 2015**

Present: Jane Taylor (Chair), Scott Freeman (Community Representative), Dave Matthews (General Aviation), Clayton Lightfoot (Airways), Steve Mclsaac (Community Representative), Bob Fletcher (Air New Zealand) via telephone conference, Kelly Campbell (QAC Noise Administrator)

In Attendance: Matthew Day (QAC Commercial Manager), Jo Fyfe (QLDC)

Apologies: Mike Clay (QAC GM Operations), Greg Miller (Community Representative), Blair Devlin (QLDC)

The meeting commenced at 6.05pm.

1. Welcome:

The Chair welcomed participants to the meeting. The apologies were accepted. The chair also noted the sad passing of Scott Paterson and extended her deepest sympathies to QAC.

2. Minutes of Last Meeting:

The minutes from the Queenstown Airport Liaison Committee on 7 July 2015 were accepted by the Committee.

Matters arising from the 7 July meeting:

- It was also noted that no complaints had been received, although Dave Matthews noted Barbara Williams had rung him direct when she noticed 4 THL helicopters flying in together at approximately 800ft. Dave reminded everyone at THL of the procedure and will follow this up in writing.
- It was also noted that Mike, Clayton and Dave had not had the chance to catch up regarding an amendment to the AIP or some other enforcement action possible by QAC. Mike will report back in December once this has occurred.
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Matthew updated the committee on the meetings with the Inner Noise Zone owners. These went well and the owners have now been left the information pack and QAC will get in touch in a month's time to see if they want to proceed with the formal offer. The issue of vibration and damage to property was once again raised by some tenants, and the experts agreed the mitigation works recommended to the homes could potentially reduce some of the aspects of vibration.

3. Review of Work Plan

There were no changes made to the Work Plan for the year February 2015 - 2016.

4. Standing Agenda Items:

Aircraft Activities

The Committee noted the number of total aircraft movements at the Airport for the three month period to 31 August 2015.

Unplanned Engine Testing incidents

Noted.

Complaints register summary

Noted.

5. Operational Reporting:

The Operational Report was taken as read.

- The Mitchell Partnerships memo regarding QLDC proposed District Plan in relation to PC35 was summarised. Bob advised that BARNZ will also put in a submission to QLDC on this. Scott queried the proposed plan regarding development restrictions and the committee's stance on this – Jane advised that the QALC would remain neutral on this but could facilitate getting QLDC, residents and QAC together. Jane asked Kelly to provide Scott with the correct contact details for QAC's GM Property.

6. General Business:

- Jo Fyfe advised the Committee that Tony Gapes from Five Mile had applied for a variation to one of its consents and required sign off from QAC. Jane advised Jo this was outside of the Committee's brief and that Kelly would provide her with the details of QAC's GM Property.
- Bob queried how the Committee will be communicated with regarding the upcoming runway works, and what effect it will have on neighbours. He was advised that a communications plan will kick in for the neighbours mid-November and Mike will give the committee an update on the Runway works at the December meeting.

7. Upcoming Committee Meetings for 2016:

A discussion on the upcoming meetings occurred and it was agreed the future meetings are:

Monday 14 December 2015

Monday 15 February 2016

Monday 13 June 2016

Monday 19 September 2016

Monday 14 November 2016

The meeting concluded at 7pm.

Authorised as a true and correct record of proceedings.

A handwritten signature in blue ink, appearing to read 'J Taylor', with a large loop on the left side and a horizontal stroke extending to the right.

Jane Taylor
Chair

Date: 15.02.16

