

Queenstown Lakes District Council

Glenorchy Airstrip Consultative Governance Committee

Glenorchy Airstrip Consultative Governance Committee ('the Committee') is a consultative group, final decisions in relation to the aerodrome rests with Queenstown Lakes District Council (QLDC) and (as far as delegated by QLDC) to the Aerodrome Manager. The Committee's guiding documents are the Glenorchy Airstrip Reserve Management Plan 2016, the Glenorchy Airstrip Noise Management Plan (to be approved) and the Terms of Reference below.

Terms of Reference

MEMBERSHIP

Chairperson

Tom Butler (One year term, but can be re-elected)

Deputy-Chairperson

Niki Gladding

Members

Councillor Niki Gladding for Queenstown Lakes District Council (Wakatipu Ward Councillor)

Christina Lister for Glenorchy Community Association

Nick Nicholson for Tier 1 Authorised Users of Airstrip (Operators)

James Stokes for Tier 2 Authorised Users of Airstrip and elected member from QMUG (Operators)

Peter Campbell for Wyuna Preserve Residents Association

Tom Butler for Blanket Bay

Jamie Waaka, Safety Standards and Compliance Officer, for Queenstown Airport Corporation

As required by the designation conditions (Designation #239), the Committee must include the Aerodrome Manager, and one representative of each:

- Glenorchy Community Association
- Wyuna Preserve
- Blanket Bay Lodge
- Resident Commercial Operators.

The Reserve Management Plan 2016 (RMP), which established the Committee, requires that the Committee will be comprised of:

- The QLDC Councillor designated to the Glenorchy Community

- Representation from the Glenorchy Community Association
- Representation from authorised users of the airstrip.

The Chairperson must be one of the above representatives as required by the designation conditions or the RMP. Additional members may be elected to the Committee if the Committee considers it appropriate.

Quorum

The quorum for every meeting shall be 4 members.

Frequency of Meetings

Quarterly

Parent Body

The Committee reports to the Queenstown Lakes District Council.

Objective of the Committee

The objective of the Committee is to advise the QLDC on management and maintenance matters and potential future development of the Glenorchy Airstrip Reserve in accordance with the operative Glenorchy Airstrip Reserve Management Plan and the conditions for the designation for the Glenorchy Aerodrome provided in the Queenstown Lakes Proposed District Plan, in a timely and efficient manner. The Committee will strive to achieve a consensus in all matters that it considers.

In fulfilling their role on the Committee, members shall approach all matters with an open mind and treat each other with courtesy and respect at all times.

TERMS OF REFERENCE

Activity Areas

1. To ensure Glenorchy Aerodrome is managed in accordance with the operative Glenorchy Airstrip Reserve Management Plan, and the conditions for the designation for the Glenorchy Aerodrome (Designation #239) provided in the Queenstown Lakes Proposed District Plan.

Responsibilities and key projects

2. To consider and provide feedback on the Glenorchy Aerodrome Noise Management Plan 2022 and whether it achieves its objectives.
3. To provide general feedback on the operations, development and maintenance of the airstrip.
4. To identify and resolve issues in a timely and efficient manner.

5. To receive monitoring and operational data relating to the Aerodrome, including on investigations of noise complaints and any non-compliance.
6. To provide a liaison role between the community and Aerodrome Manager and its users. Members of the community / aerodrome users will be able to approach their Committee representative with any concerns or matters to be raised, which the representative will be able to raise at a subsequent meeting to be discussed and action agreed on by the Committee.
7. To consider any additional or more stringent restrictions on aircraft movements provided in the NMP, including any extensions to curfews as anticipated by the designation conditions.
8. To discuss and provide feedback on any other matters relating to the airstrip and reserve management.
9. To annually review these terms or reference including nominees and advocate any changes to QLDC.

Procedure

The Chairperson will report back to the Council with recommendations of the Committee annually.

QLDC shall provide a senior council officer as secretariat to the Committee to call meetings, publish agendas and circulate minutes.

Agendas will be circulated before the 1st of the month (minimum 5 working days) or 10 working days prior to the next meeting.

Minutes shall be circulated to The Mayor and Chief Executive of QLDC and all interested parties no later than 10 working days following each meeting.

Minutes and documents issued (or uploaded to website) before the 1st of the month or within 10 working days.

QLDC's appointed Airstrip Manager will provide a quarterly report to the Committee for discussion at meetings.

In the event of an issue not being covered by these rules, and for resolution of unsettled issues, the publication Guide for Meetings and Organisations (8th Edition) by N.E. Renton will be used.

Adopted by the Glenorchy Airstrip Consultative Governance Committee on 07 March 2022.