

Notice of Meeting

TUMUT AERODROME COMMITTEE

Tuesday, 13 May 2025 at 4:00 PM
Riverina Room, 76 Capper Street Tumut

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1. COMMENCING AT:

2. PRESENT:

3. ACKNOWLEDGEMENT OF COUNTRY

Snowy Valleys Council proudly acknowledges the traditional owners and custodians of this land and water and pay respects to their Elders past and present.

4. APOLOGIES:

5. DECLARATION OF PECUNIARY INTEREST:

Pursuant to Section 4 of the Code of Conduct, Members are required to declare any direct or indirect pecuniary interest in any matters being considered by the Committee.

6. MINUTES OF PREVIOUS MEETING:

6.1. MINUTES - TUMUT AERODROME COMMITTEE - 11 FEBRUARY 2025**RECOMMENDATION:****THAT:**

1. The Minutes of the Tumut Aerodrome Committee meeting held on 11 February 2025 be received.

ATTACHMENTS:

1. Minutes of Tumut Aerodrome Committee Meeting Dated - 11 February 2025

Attachment 1 - 20250211 - Minutes - Tumut Aerodrome Committee



Notice of Meeting

TUMUT AERODROME COMMITTEE

Tuesday, 11 February 2025 at 4:00 PM
Riverina Room, 76 Capper Street Tumut

MINUTES

1. COMMENCING AT:2

2. PRESENT:2

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4. APOLOGIES:2

5. DECLARATION OF PECUNIARY INTEREST:2

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1. COMMENCING AT:

4.00pm

2. PRESENT:

Cr John Larter (Councillor Delegate), Fred Kell, Graham Smith, Bridget Ryan, Peter Wilson, Tony Clee (President Tumut Aero Club & TROE) and Glenyce Francis.

Duncan Mitchell - Director Infrastructure & Works (Council Delegate).

3. ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by Duncan Mitchell - Director.

4. APOLOGIES:

Apologies were received from Cr Grant Hardwick (Alt. Delegate), Craig Cullinger, and Jon Gregory.

5. DECLARATION OF PECUNIARY INTEREST:

Nil

6. MINUTES OF PREVIOUS MEETING:**6.1. MINUTES - TUMUT AERODROME COMMITTEE - 10 SEPTEMBER 2024****TAC.01/25 RESOLVED:**

THAT:

1. The Minutes of the Tumut Aerodrome Committee meeting held on 10 September 2024 be received.

Minutes passed unanimously

7 for / 0 against.

7. BUSINESS ARISING:

1. The passing of Neil Bombardier – Council Representative on the Aerodrome Committee

It was noted at the meeting by the Director of Infrastructure and Works that the previous Council representative for the Committee – Neil Bombardier passed away suddenly and unexpectedly a fortnight ago.

The committee acknowledged Neils contribution to the management of the aerodrome and extended their sincerest sympathies to Neils friends, family and Council colleagues

8. AGENDA ITEMS:**8.1. AERODROME COMMITTEE MATTERS - FEBRUARY 2025****TAC.02/25 RESOLVED:**

THAT THE COMMITTEE:

1. Note the report on matters for the Tumut Aerodrome Committee.

ALL CARRIED UNANIMOUSLY

1. Update on the Aerodrome Stage 2 Project – Construction Phase

Council's Director of Infrastructure and Works provided the following update on the aerodrome upgrade:

Council awarded the tender for the upgrade of Tumut Aerodrome in November 2024. Council received five (5) very competitive tenders. The tender assessment team which comprised of four (4) members, one member from Councils Utilities and Waste Services Department, Councils Director of Infrastructure and Works, an independent member from NSW Public Works – Senior Program Manager – Riverina Region and Councils Manager – Programs. The tender was brought to the November 2024 Council meeting and awarded to Councils Works Department who offered best value for money for the delivery of the project.

Construction commenced in December 2024 and is scheduled to be completed by the end of June 2025 in accordance with the grant funding bodies deadline.

Council has received approval from CASA to close the aerodrome from **9 March 2025 for 4-6 weeks** to allow for the main runway upgrade. All aerodrome users and stakeholders have been notified about the closure.

A reminder notification will be sent out again by Council closer to the 9 March 2025.

The full closure of the runway will be required to be extended beyond the 4-6 weeks from the 9 March date mentioned above for the runway lighting and line marking works which Council is currently in the process of getting approval from CASA.

Councils, Director of Infrastructure and Works requested that if the Aerodrome Committee members knew of any key stakeholders who were not aware of the closure to share the communications prepared by Council with those users and stakeholders.

To date Council has contacted all users on the Contact List which was provided by the Committee.

It was raised by the Committee that the NOTAM that has been issued for the A1 Taxiway had said the taxiway was closed on 6 February 2025, however it is still in use. The Director Infrastructure and Works will raise this matter with the Project Manager - From the Project Manager - Half of the GA Apron was cordoned off during the first week of work to allow for the stormwater drainage installation and followed by the bulk earthworks on that half of the apron. Remaining Apron works commenced and Taxiway A3 will be closed off from 22 February 2025.

The Committee noted that NOTAM also identifies the A2 taxiway to be closed on the 26 February to the 10 March - From the Director Infrastructure and Works - This NOTAM has been cancelled, and A2 Taxiway upgrade will occur with the runway upgrade works. The runway will be closed from 10 March 2025 for 8 to 12 weeks duration.

Committee Member – Glenyce Francis raised a concern that surveyors / workers had come onto her property and driven on her property without permission over the week. Glenyce Francis also raised an issue that a plane had come and landed at the aerodrome and parked on her taxiway without permission.

Councils' Director of Infrastructure and Works will raise these issues with the Project Manager and will also request that both the Project Manager and Glenyce Francis have each other's contact details so that when these incidents occur either party can make contact.

Councils' website on the project will also be regularly updated.

Committee Member – Peter Wilson raised the issue of would Council be paying compensation to him for the closure of the aerodrome?

Councils' Director Infrastructure and Works responded by saying no, and that Council does not pay compensation to third parties when it undertakes upgrading works on its public assets such as streetscapes, buildings and or aerodromes, especially when the works have been planned for many years and all users and stakeholders have had sufficient time to make alternative arrangements for their operations.

Council will continue to work with all Aerodrome stakeholders to ensure that impacts of the upgrade are minimised and that all users can get back to normal operations as soon as possible.

Committee Member - Peter Wilson asked if the new stormwater pipe next to his hangar (going under hangar) will be concreted? Councils' Director Infrastructure and Works has confirmed with the Project Manager, that yes, the pipe will be concreted.

Photos of construction progress are included below:



Photo 1 - Tumut Aerodrome Upgrade - Aprons 11 February 2025



Photo 2 - Tumut Aerodrome Upgrade - Aprons - 11 February 2025



Photo 3 - Tumut Aerodrome Upgrade - Aprons - 11 February 2025



Photo 4 - Tumut Aerodrome Upgrade – Apron Works looking south towards True North Operations - 11 February 2025



Photo 5 - Tumut Aerodrome Upgrade – Apron Works 11 February 2025



Photo 6 - Tumut Aerodrome Upgrade – Drainage Works - 11 February 2025



Photo 7 - Tumut Aerodrome Upgrade – Council is working with operators to ensure that the aerodrome remains operational while the works are progressing - 11 February 2025

2. Aerodrome Property Acquisitions

Committee Member – Bridget Ryan asked where the acquisition process was up to for the southern parallel taxiway – Bridget stated that she had heard nothing since Jason Tearle from Public Works Property Department had left Public Works to take up a job at Parramatta Council. Bridget Ryan said that the new Officer at Public Works dealing with the matter knows nothing about the history of the acquisition process.

Councils' Director Infrastructure and Works responded by saying he would follow up with Public Works and the new Officer to ensure a speedy resolution of the matter.

Committee members asked if the acquisition of the land for the southern parallel taxiway was not resolved before the main runway upgrade works commenced, would that cause a halt to those planned works.

Councils' Director Infrastructure and Works responded by saying that no – the way that the construction program – accessways onto the site and sequencing of the works have now been designed – the acquisition of the land for the southern parallel taxiway has no bearing on the main runway works which will still proceed as planned irrespective of where the acquisition of the land is up to.

3. Financial Sustainability Workshop for Aerodrome

A workshop will be held in March / April 2025 to address the resolution of Council from 20 June 2024 which called for a workshop to discuss economic – business opportunities out at the Aerodrome:

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12. MINUTES OF COMMITTEE MEETINGS

12.1. MINUTES - FIRST NATIONS LIAISON COMMITTEE - 12 JUNE 2024

M156/24 RESOLVED:

THAT COUNCIL:

1. Note the minutes of the First Nations Liaison Committee meeting held on 12 June 2024.

Cr Hughes /Cr Ivill

CARRIED UNANIMOUSLY

12.2. MINUTES - TUMUT AERODROME COMMITTEE - 11 JUNE 2024

M157/24 RESOLVED:

THAT COUNCIL:

1. Note the Minutes of the Tumut Aerodrome Committee held on 11 June 2024.
2. Hold a Councillor Workshop with the Tumut Aerodrome Committee to discuss the economic opportunities of the Aerodrome.

Cr Ham/Cr Ivill

CARRIED UNANIMOUSLY

Committee Member – Glenyce Francis said that she had done some research on this matter and had information on how similar aerodromes in the US approach financial sustainability. Glenyce said she is happy to share the research with the committee when the workshop is held.

4. Status of Skyfuel – Now Viva – licence arrangement with Council

In direct correlation to the financial sustainability of the Aerodrome - Committee Member – Glenyce Francis raised the issue of where the now expired license agreement with Skyfuel (Viva Energy) is?

Councils' Director Infrastructure and Works stated that the agreement had expired in 2024, and that Sky Fuel has also been taken over in 2024 by Viva Energy so who the parties to any license agreement need to be confirmed.

Councils' Director Infrastructure and Works will follow up with Councils Property Officer who knows about the agreement. In Councils fees and charges, there is currently a fee per litre (10 cents per litre) that is meant to go to Council and contribute to the maintenance of the Aerodrome.

How Council receives this fee from Sky Fuel (Viva Energy), how it is managed and has Council received fuel levy payments in the past is to be investigated.

Councils' Director Infrastructure and Works stated he would follow up with Council's Finance Team to see how much of the levy had been collected over the last five (5) years and if there was any levy money owed to Council by Skyfuel now (Viva Energy). This information would not only shed light on whether Council had been paid the levy but also would inform the new licence agreement that needs to be formulated between Council and Skyfuel now Viva Energy. Knowing how much levy money Council receives through fuel sales at the aerodrome will be an important commercial aspect of the new licence agreement to be discussed with the fuel supplier and operator – Viva Energy.

5. Changing the radio frequency at Tumut Aerodrome

Committee Member - Peter Wilson provided the committee with information on what is required to change the radio frequency at Tumut Aerodrome. A formal application needs to be made through the Australian Communications and Media Authority (ACMA). Peter explained that the Form and process looked like it was quite onerous - however, a frequency change is definitely needed as Tumut Aerodrome picks up radio frequency from Wagga right through to the coast which can be confusing for pilots.

Councils' Director Infrastructure and Works has now sent an email request to the ACMA asking what the steps are to change an aeronautical radio frequency.

A copy of the email that has been sent is below:

From: Duncan Mitchell <dmitchell@svc.nsw.gov.au>
Sent: Friday, 14 February 2025 2:46 PM
To: info@acma.gov.au
Subject: Request to change an aeronautical radio frequency - Snowy Valleys Council - Tumut Aerodrome

Dear ACMA,

I have had a request from aerodrome users at Tumut Aerodrome (Tumut NSW 2720) to change or create a new aeronautical radio frequency that is dedicated to the Tumut aerodrome and immediate surrounds.

Aerodrome users have raised concerns that currently the radio frequency for the Tumut aerodrome picks up aeronautical radio traffic from as far away as Wagga and the coastline which is over 100km away from the Tumut aerodrome. This can be disconcerting for pilots who use Tumut aerodrome.

Tumut Aerodrome is located at 405 Wee Jasper Rd, Bombowlee (Tumut) NSW 2720 and has an aerodrome certificate CASA ADREG.0146.

Any help would be greatly appreciated as to how this issued can be addressed or if you can point me towards who and or what agency I need to speak to.

I can be contacted anytime on the contacted details below.

Much appreciated

Regards

Duncan

Duncan Mitchell

Director Infrastructure & Works



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 M: 0409 815 603
 W: www.svc.nsw.gov.au

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ACMA contact details are:

Tel: 1300 850 115 (9am – 5pm AEST, Mon – Fri, except public holidays)

Email us: info@acma.gov.au

The following website contains information about ACMA

<https://www.acma.gov.au/correct-record-register-radiocommunications-licences>

[Correct a record in the Register of Radiocommunications Licences | ACMA](#)

6. RFS Hangar at Tumut Aerodrome – Softwoods Working Group Grant

Committee Members raised concerns about the proposal to build a \$3.8million hangar out at the Aerodrome to house a “BlackHawk” helicopter that is to be used by the RFS for firefighting and rescue.

Committee Member – Bridget Ryan raised specific concerns about this proposal and how it had never been raised with the Aerodrome Committee before it was announced late last year.

Committee Member – Bridget Ryan and Councillor Larter commented that no consultation had been undertaken by the RFS, who have an active member on the Aerodrome Committee, and that the proposal was a waste of taxpayer money because it will be so infrequently used.

The Committee wanted it formally minuted, that they were **against** the proposal to build the \$3.8million hangar to house a “Blackhawk” helicopter when it is in the area – as it will not be permanently housed at Tumut Aerodrome.

Councillor Larter flagged that he would be putting a Notice of Motion up at the next Council meeting requesting that Council not accept and hand back the grant money for the new “Blackhawk” hangar.

7. RFS Fire Control Centre Update at Tumut Aerodrome

Committee Member – Tony Clee informed the meeting that the RFS Fire Control Centre funding had been bumped out of this financial year and that it was funded for next financial year. Mr Clee said to the Committee that he had been informed that the RFS had until 2030 to now build the facility.

Councils' Director Infrastructure and Works informed the Committee that this works out well as the last thing that is needed is for two major construction projects to be underway at the Aerodrome at the same time! This would be a construction coordination issue for Council to manage.

As the current Aerodrome upgrade works will be completed by the middle of this year, there is no possibility of the construction works for both projects to clash.

8. Hangar Leases – Payment of rent at Tumut Aerodrome

Committee Member – Graham Smith politely informed the Committee that they had not been invoiced yet by Council for their hangar leases for this financial year. A number of Committee members concurred.

Councils' Director Infrastructure and Works will follow this matter up with Council's Finance Team.

9. EOI for Hangar space – Leases at Tumut Aerodrome

Committee Member – Fred Kell asked Councils' Director Infrastructure and Works where the EOI for the Hangar lease was at for Tumut Aerodrome? Fred informed the Committee that he had put an EOI in a few years ago, and been told that he had been unsuccessful with his bid and the RFS had been successful for the space he was after (Site 6 – Site 8). Fred said now that the RFS will be moving to the Fire Control Centre site – will Council re-advertise the EOI for those spaces he was interested in?

Councils' Director of Infrastructure and Works informed the Committee, that yes, when the Aerodrome upgrade is finished, and it is 100% confirmed that the RFS will be moving from their current location at Tumut Aerodrome to the new Fire Control Centre location within the aerodrome – Council will publicly re-advertise the EOI for all available hangar spaces out at the Aerodrome.

10. CASA Survey and Validation at Tumut Aerodrome

CASA completed their annual survey and audit of the Aerodrome late last year. The survey noted the very minor non-compliances such as a marker cone that had been knocked over and not up righted and a tree on private property that required lopping. The Aerodrome Windsack was also noted as being bent slightly.

The marker cone has now been up-righted and the tree in question on private property was lopped down 3 metres in height last November – Aerodrome committee members were sent *before* and *after* photos of the lopped tree and so was CASA.

The damaged Windsack has been replaced on 21 June 2024 - Aerodrome Committee members were notified by email it had been repaired.

8.2. COMMITTEE MEMBERSHIP - APPLICATION APPROVAL - TUMUT AERODROME**THE COMMITTEE RECOMMENDS TO COUNCIL:**

1. Approve the re-nomination from Glenyce Francis to the Tumut Aerodrome Committee.

All CARRIED UNANIMOUSLY

9. GENERAL BUSINESS:1. Re-nomination of Committee Members

Completed Nomination Forms from Bridget Ryan, Fred Kell, Peter Wilson, Graham Smith and Tony Clee were tabled at the meeting for re-nomination to the Committee.

THE COMMITTEE RECOMMENDS TO COUNCIL:

1. Approve the re-nomination from Bridget Ryan, Fred Kell, Peter Wilson, Graham Smith and Tony Clee to the Tumut Aerodrome Committee.

All CARRIED UNANIMOUSLY

2. Review Tumut Aerodrome Committee Terms of Reference

Noted.

10. NEXT MEETING

The next meeting will be held on the 13 May 2025, commencing at 4pm in the Riverina Room of the Riverina Highlands Building Tumut.

7. BUSINESS ARISING:

8. AGENDA ITEMS:**8.1. MATTERS - TUMUT AERODROME COMMITTEE - 13 MAY 2025****REPORT AUTHOR: DIRECTOR INFRASTRUCTURE & WORKS****RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS****EXECUTIVE SUMMARY:**

To inform the committee of strategic matters concerning the Tumut Aerodrome including the Aerodrome Upgrade Project.

RECOMMENDATION:**THAT THE COMMITTEE:**

1. Receive the report on Matters - Tumut Aerodrome Committee - 13 May 2025
2. Note the update on the Aerodrome Upgrade project

REPORT:**Update on the Aerodrome Upgrade Project – Option 3 – adopted by Council – December 2023**

Council's Director of Infrastructure and Works to provide an update including the below points:

Construction Works - Update

Construction works at the aerodrome are progressing well with the main runway and apron grading works now almost complete. All drainage works in and around the runways and taxiways are now complete.

Council has let a fencing contract to "Big Ben Fencing" to undertake all of the perimeter fencing around the aerodrome which is part of the scope of works identified in the funding grant.

Council has also let the runway and taxiway lighting contract to "Avionics Limited" to undertake all lighting works in accordance with the required CASA standards.

The sealing of the runway, taxiways and aprons will be undertaken towards the end of June. This will be a temporary seal which will be line marked. This temporary seal will allow the aerodrome to become operational. The final seal will need to be applied in September / October when the average ambient temperature during the day is above 20 degrees. This will mean that the aerodrome will be closed for 1-2 weeks while the final seal is applied.

Overall, the upgrade works are now 75% complete.



Aerial Photo of works – March 2025



Aerial Photo of works – March 2025



Aerial Photo of works – April 2025



Aerial Photo of works – April 2025



Aerial Photo of works – April 2025



Aerial Photo of works – April 2025



Aerial Photo of works – April 2025



Photos main runway grading works and aprons – April 2025



Photos main runway drainage works – April 2025







Photos main runway Drainage works – April 2025

Land Acquisitions

Council has finalised the land acquisition for the windsock area and the southern parallel taxiway area.

Communications

Council continues to communicate with a range of stakeholders across the LGA about the upgrade works. Notams are also prepared as required for Air Services Australia.

New RFS Fire Control Centre

Council understands that the new proposed RFS Fire Control Centre has been pushed out to future financial years.

Softwoods Working Group - Plantations Fire Protection Fund

There are three (3) components to the Plantations Fire Protection Fund grant that the Softwoods Working Group received for the upgrade of the Tumut Aerodrome.

1. New Hangar to house a “re-purposed Blackhawk” helicopter. \$3.85million (Council has engaged Public works to work with RFS for the delivery of this project). The new hangar has to be completed by December 2025
2. New waterline that forms part of the grant. Council has engaged specialist consultants to prepare a design for the new raw waterline. Council is also requesting that the consultants investigate a “potable” water line. This will be costed as part of the consultant’s engagement.
3. The new tractor mulcher – is being speeded up by Council’s Manager of Technical Services and will be ordered before the end of this calendar year.

Resolution of Council from 11 February Meeting

Council has received representations from True North Helicopters who operate a business out of Tumut Aerodrome and provide firefighting and emergency response services to the RFS under contract. As a result of these representations a resolution of Council was made at the 11 February 2025 meeting. The resolution is below.

12.3. MINUTES - TUMUT AERODROME COMMITTEE - 11 FEBRUARY 2025**M67/25 RESOLVED:****THAT COUNCIL:**

1. Note the Minutes of the Tumut Aerodrome Committee held on 11 February 2025; and
2. Adopt the following recommendation/s from the minutes:
 - 2a. Approve the re-nomination from Glenyce Francis, Fred Kell, Graham Smith, Bridget Ryan, Peter Wilson, and Tony Clee to the Tumut Aerodrome Committee.
3. In relation to the use of Council land at the Tumut Aerodrome for the purpose of a hangar development, write to the Commissioner of Rural Fire Service Mr Rob Rogers and request a response in accordance with NSW policy statement on the Application of Competitive Neutrality (TPP 02-1) from NSW Treasury with respect to the possible misuse of market power and operations that would be considered in breach of policy statement on the application of Competitive Neutrality and *Competition and Consumer Act 2010*, section 46 Misuse of market power.

Cr Larter/Cr Sheldon

CARRIED UNANIMOUSLY

Council is not privy to the contract between True North Helicopters and the RFS but has now as per the resolution of Council written to the Commissioner of the RFS – Rob Rogers on 30 April as per the resolution.

To date no response has been received.

Financial Sustainability Workshop

Council is still to organise a date to hold a workshop with committee members and all other aerodrome stakeholders to discuss potential financial sustainability strategies for the aerodrome which currently runs at a significant loss for Council each year. This was a resolution from the June 2024 Council meeting.

CASA Manual Validation for Tumut Aerodrome

CASA Annual Manual Validation is now also complete with a few minor outstanding issues to be addressed. was completed by Airport Surveys.

Request for Radio Frequency to be changed at Tumut Aerodrome

Council is continuing to investigate how to change the radio frequency at the aerodrome which has proving to be very difficult. Councils Director of Infrastructure and Works has written to the ACMA (Australian Communications and Media Authority) back in February and the email response is below.

From: ACMA Customer Service Centre <info@acma.gov.au>

Sent: Monday, 17 February 2025 12:39 PM

To: Duncan Mitchell

Subject: [SEC=OFFICIAL] RE: Request to change an aeronautical radio frequency - Snowy Valleys Council - Tumut Aerodrome [Ref: CSC2025-3146] CRM:001369020551

Hello Duncan

Thank you for your enquiry regarding an assigned apparatus licence application.

To apply for a new licence, or request a variation for your existing assigned apparatus licence, we recommend you contact an accredited person (AP), who can help you with your application. Find an [AP here?](#).

Fee-exempt applicants can apply direct to the ACMA, as well as applicants who have contacted multiple APs who were unable to undertake the work (you may be required to show evidence of this).

For additional information, please visit [Aeronautical licence | ACMA](#)

Kind regards

Stephanie

Enquiries Officer

Customer Service Centre
Telephone: 1300 850 115
Email: info@acma.gov.au

Councils Director of Infrastructure and Works has begun to go through the application process for a new licence so that the radio frequency can be changed to be specific to Tumut Aerodrome. The process is incredibly onerous and time consuming and has a cost yet to be determined associated with it.

Damaged Windsock and tree removal

The damaged windsock was replaced and Council sort and received permission to prune a tree on private property that the aerodrome committee had identified as a potential hazard, The tree was pruned with land owners consent in October 2024. Aerodrome Committee members were notified that the windsock had been replaced on 21 June 2024 – and the tree pruned at the February 2025 meeting.

ATTACHMENTS:

Nil.

9. GENERAL BUSINESS:

10. NEXT MEETING
