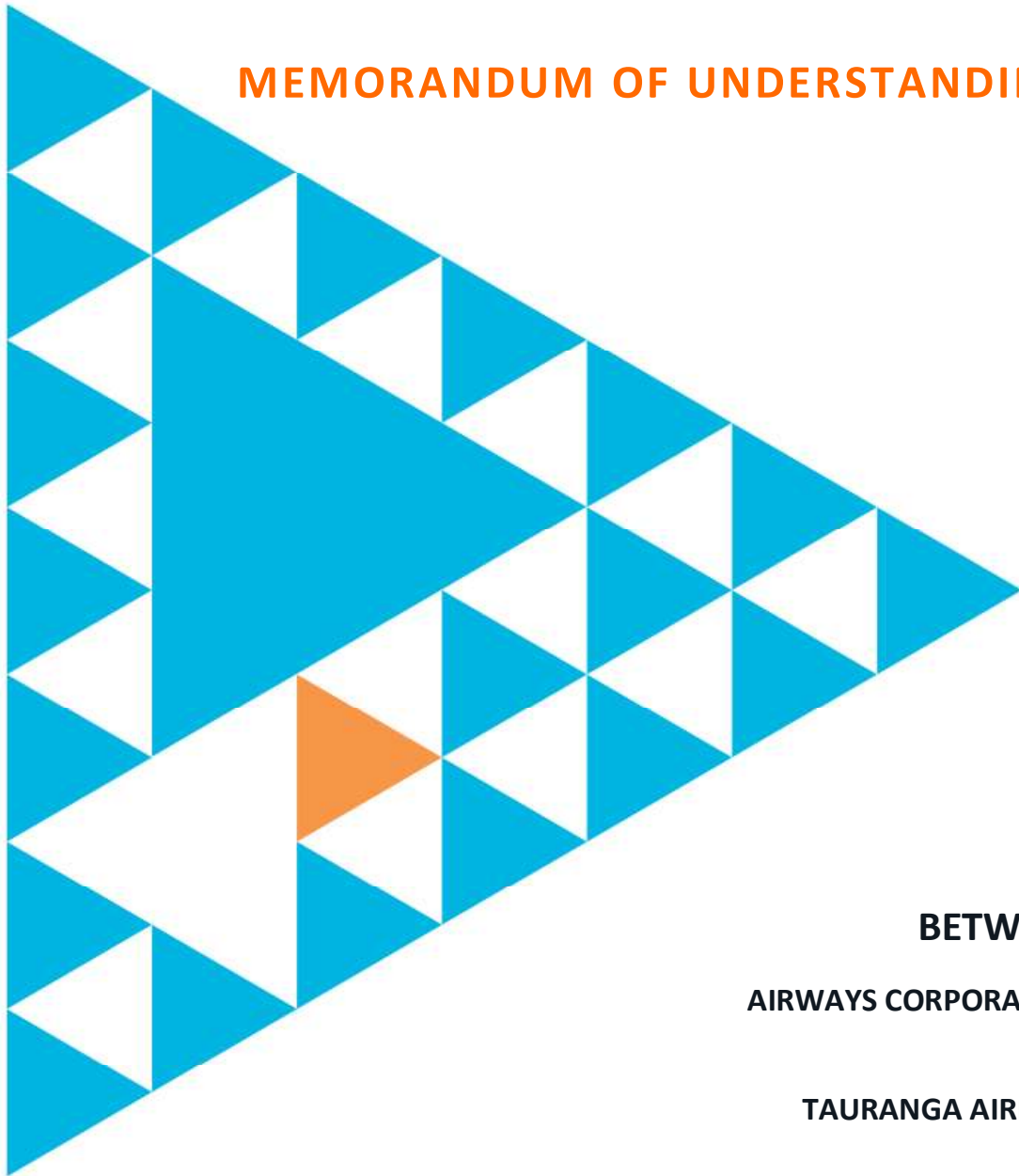
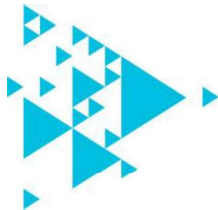


MEMORANDUM OF UNDERSTANDING



BETWEEN
AIRWAYS CORPORATION
AND
TAURANGA AIRPORT
AND
TAURANGA GLIDING CLUB



MEMORANDUM OF UNDERSTANDING dated 22nd day of August 2024

PARTIES

1. Airways Corporation of New Zealand – Bay Approach Sector (“BAY APP”) and Tauranga Tower (“TG TWR”), Level 2, 6 Leonard Isitt Drive, Auckland, 2022, New Zealand with company number 331446

(“AIRWAYS”)

2. Tauranga Airport, 73 Jean Batten Drive, Tauranga 3116, New Zealand owned by Tauranga City Council with company number 9429041920619

(“TAA”)

3. Tauranga Gliding Club, 101 Dakota Way, Tauranga 3116 with company number 213510

(“TGC”)

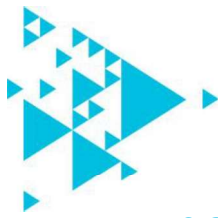
OBJECTIVES

- A. Airways provides air traffic management services in New Zealand, including control services in airspace over Tauranga by Bay Approach and Tauranga Tower.
- B. TGC is a gliding club based at Tauranga Airport.
- C. The purpose of this Memorandum of Understanding (“MoU”) is to:

Define airspace and procedures to be used by the TGC and Airways.

The procedures and airspace defined in this Memorandum of Understanding (“MOU”) will apply to Airways and TGC gliders and tow aircraft in regard to:

- (a) Use of airspace
- (b) Use of Runway 04/22
- (c) Transponder operations



TERMS OF THE AGREEMENT:

1. STATUS OF MOU

- 1.0 The parties acknowledge that this MoU:
- (a) shall be legally binding on the parties in all respects; and
 - (b) replaces any previous agreement or understanding between the parties with regard to its subject matter including the MoU dated 10 Nov 2016 and the trial MOU dated 1 May 2024.
- 1.1 The parties hereby agree to act in good faith in implementing and complying with the agreed procedures under this MoU.

2. TERM, REVIEW AND TERMINATION

- 2.1 This MoU shall commence on the date that it is executed by the parties until terminated by either party under paragraph 2.3 or 2.4.
- 2.2 The terms of this MoU shall be reviewed at least once every two (2) years while it remains in force.
- 2.3 Airways reserves the right to suspend this MoU at any time and without notice, as a result of safety concerns arising from these procedures. Following suspension, the parties may mutually agree the management of safety concerns allowing for a reinstatement of this MoU. Should the parties be unable to agree on the management of the safety concerns, Airways reserves the right to terminate this MoU.
- 2.4 Either party may terminate this MoU at any time by giving the other party one (1) months' written notice.

3. REVISIONS

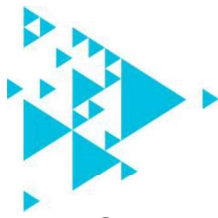
- 3.1 This MoU may be revised by written agreement between the parties at any time.

4. AIRWAYS STANDARD TERMS AND CONDITIONS

- 4.1 Airways Standard Terms and Conditions for the Provision of Airways' Services apply (as applicable, including but not limited to limitation and exclusion of liability) to the services provided by Airways to **TGC AND TAA** under this MoU. The Airways current Standard Terms and Conditions are available on the Airways [website](#).

5. REGULATORY PROCEDURES

- 5.1 This MoU does not absolve **TGC and TAA** from carrying out their responsibilities under the Civil Aviation Rules ("CAR") or from obtaining any approvals or exemptions from the Director of Civil Aviation. Where there is a conflict between this MoU and the CAR or directions from the Director of Civil Aviation, the directions from the Director or the CAR will take priority.



6. AIRSPACE

6.1 Control Zone (TG CTR/D)

- (a) The Tauranga CTR/D includes 1 sector for the use of gliders and tow aircraft. The sector is:
 - i. Mount Sector
- (b) The lateral boundaries of this sector are as defined in Appendix A.
- (c) The sector has a vertical limit (Surface-1500ft).

6.2 Control Area (TG CTA/D)

- (a) The sectors defined at Appendix B represent sectors designed to assist with traffic segregation between gliding operations and IFR operations within CTA/D airspace above Tauranga.
- (b) All gliding operations shall be conducted under Visual Flight Rules (“VFR”).
- (c) Appendix B contains definitions of the CTA/D airspace sectors.

7. TRANSPONDERS

7.1 General

- (a) All gliders and glider tow aircraft shall operate transponders on Mode C (Alt selected) at all times. This is to ensure the proper operation of ACAS equipment.

7.2 Codes

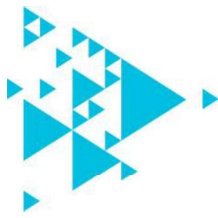
- (a) The following SSR codes have been allocated by Airways for use by gliding aircraft as indicated.

AIRCRAFT	SSR CODE	AIRCRAFT	SSR CODE
GFS	3420	PNE	3406
GXT	3422	BKJ	3407
GPZ	3423	GRZ	3424
GKM	3426		

8. USE OF GRASS RUNWAY 04/22

8.1 General

- (a) Gliding operations will normally be carried out on Grass Runway 04/22. Airways will provide the TGC exclusive use of Grass Runway during gliding operations unless otherwise advised. TGC will phone TG TWR when ready to start operations for the day and request the use of Grass Runway 04/22. Airways will modify the



ATIS to reflect that gliding is in progress. Grass Runway 04/22 is uncontrolled while gliding is progress.

- (b) A NOTAM shall be issued by Tauranga Tower on behalf of TAA, to indicate that Grass Runway 04/22 is restricted to gliding operations. See Appendix D.
- (c) During the Validity of the NOTAM, TAA advise that tow pilots and glider pilots are responsible for the obstruction avoidance including personnel, equipment and vehicles.

8.2 Vehicles and Personnel

- (a) During glider operations, vehicles and personnel directly associated with gliding operations are permitted to use Grass Runway 04/22 for the purpose of parking and/or retrieving gliders and tow aircraft.

8.3 Departures

- (a) Prior to each departure, the tow pilot or self-launching glider pilot must request a departure clearance from TG TWR when they are ready for an immediate take-off. The take-off instruction will be "TAKE-OFF AT YOUR DISCRETION".
- (b) TG TWR will endeavour to advise the tow pilot when there will be a significant delay for their departure (i.e., more than 5 minutes) or when an IFR arrival is due within 15 minutes. This may also include possible delays due to parachute activities at the airfield.

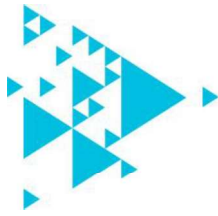
8.4 Arrivals

- (a) Arriving gliders and tow aircraft will be given the position of other gliders in the 04/22 circuit. These aircraft will be sequenced and separated from other aircraft operating in the 07/25 and 16/34 circuits by TG TWR.
- (b) Gliders and tow aircraft shall be issued with an instruction to "LAND AT YOUR DISCRETION".
- (c) Gliders landing on Grass Runway 22 must touch down prior to Huka Pak cool store. The distance from the threshold of Grass Runway 22 and Huka Pak is 380m.
- (d) Gliders intending to land long on Grass Runway 22 in anticipation of a runway change shall only do so if TG TWR has given specific approval to do so. A land long approval is needed for gliders intending to touch down past the Huka Pak cool store.
- (e) TG TWR shall be notified immediately of any situation where a normal landing on Grass Runway 22 cannot be assured, for example, stuck air brakes or flaps etc.
- (f) Glider pilots shall advise TG TWR when it is anticipated that they will be joining within 3 minutes.

9. APPLICATION

9.1 Commencing Operations

- (a) The TGC shall nominate a duty instructor who shall be present whenever gliding is taking place, unless individual pilots are cleared for independent operations as per Gliding New Zealand regulations. Some gliding takes place outside of normal



club operating hours by experienced authorized pilots without an instructor being present.

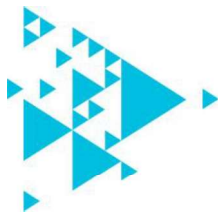
- (b) Prior to operations commencing, agreement shall be reached on the runway to be used and approval sought from TG TWR to 'Commence Glider Operations' including setting up equipment associated with the operation on Grass Runway 04/22. TG TWR will be responsible for advising BAY Approach of glider operations commencement.
- (c) Should any changes be required, approval shall first be obtained from TG TWR.

9.2 Departures

- (a) Prior to departure, the tow pilot or self-launching glider pilot must request a departure clearance from TG TWR and state their requested climb out direction. TG TWR shall include the requested climb out direction in the release coordination with BAY.
- (b) TG TWR will issue a departure clearance.
- (c) The clearance issued to the tow pilot will apply to the glider under tow without the need for the glider pilot to provide a read back.
- (d) Unless otherwise instructed by TG TWR, the tow aircraft will contact BAY Approach on 119.5 MHz passing 1,000ft for a clearance to enter TG CTA/D. Then the glider will also establish communications with BAY Approach. Gliders and tow aircraft must maintain 1500ft or below until a clearance for further climb has been obtained from BAY Approach. Any clearance passed to the tow aircraft will also apply to the glider *until the glider has released*.
- (e) The tow pilot will take the most direct route for the departure, taking into account safe towing practices.

9.3 Operations within TG and RO CTA/D

- (a) Do not enter the TG and/or RO CTA/D without a clearance.
- (b) Unless otherwise instructed to by TG TWR, contact BAY Approach on 119.5 MHz for a clearance to enter the CTA/D passing 1000ft.
- (c) A VFR clearance will normally be issued by BAY Approach to operate either within, or with reference to the lateral boundary of the TG CTR/D or with the lateral boundaries depicted in Appendix B. For example:
 - i. "OPERATE SOUTH OF THE TG CTR 9500 FT AND BELOW"
 - ii. "CLEARED OVERHEAD THE TG CTR, REMAINING WEST OF THE AERODROME, MAINTAIN BLOCK 2000 FT TO 5000 FT, VFR"
 - iii. "OPERATE IN THE PORT AND NORTH SECTOR"



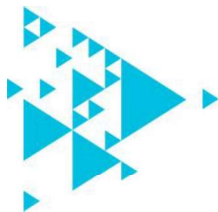
- (d) Gliders and tow aircraft shall remain within the boundaries of the cleared area.
- (e) The tow pilot will advise ATC when the glider has released and must continue to remain within the boundaries of the cleared area until issued arrival instructions to Tauranga.
- (f) When cleared to operate in the TG CTA/D, the glider shall remain above 2000ft and advise BAY Approach immediately if unable to do so.

9.4 Procedures for use – Airspace Sector Boundaries (Appendix B) TG CTA/D

- (a) These procedures apply when a glider pilot is in receipt of a surveillance service from Bay Approach.
- (b) BAY will use the sectors defined in Appendix B to instruct glider pilots to operate within the confines of one or more sectors, for a defined period of time, to facilitate the safe and orderly arrival and departure of IFR traffic.
- (c) Bay Approach will have due regard for aircraft performance in anticipating the time required by the glider pilot to transit to and establish in the required sector after receiving an instruction/ clearance.
 - i. This is anticipated to be an allowance of around 5 minutes.
 - ii. It remains the responsibility of the glider pilot to comply with any issued instruction and notify ATC if unable to comply.
- (d) ATC specify the following when issuing a clearance for glider operations within a specific sector(s):
 - i. Name of the sector(s) that the glider is cleared to operate within,
 - ii. Necessary traffic information, and
 - iii. Expected duration of restriction.
- (e) The glider pilot, upon receipt of the clearance shall readback the sector clearance signifying acceptance of that clearance or notify Bay Approach if they are unable to comply.
- (f) If the glider pilot is unable to comply with the clearance, the pilot may request an alternative sector or if this is not available, transit to the Port Sector to position for a “glider arrival”.
- (g) The airspace sectors may not be applicable for all traffic scenarios. At times, Bay Approach may need to utilise other means to segregate glider operations, this may include, but is not limited to; the use of VRPs, geographical locations or cardinal point tracking.

9.5 Arrivals into TG CTA/D and CTR/D – Glider Arrival

- (a) Glider and Tow aircraft returning to TG for landing shall be cleared with a ‘Glider Arrival’ procedure from BAY Approach. Unless otherwise instructed, aircraft shall track directly to the Port Sector (Appendix B) maintaining 2000ft or above. Unless otherwise instructed, Glider and Tow aircraft shall contact TG TWR when



established in the Port Sector, above 2000ft and remain outside the TG CTR/D or above 2000ft until TG TWR issues a clearance to enter the TG CTR/D.

- (b) Once in contact with TG TWR, the glider and tow aircraft shall track into the Mount Sector unless otherwise instructed by TG TWR.
- (c) Once the glider is established in the Mount Sector, and the landing is expected to be within 3 minutes, the glider pilot reports “joining shortly”. The glider pilot shall advise TG TWR if joining is likely to exceed 3 minutes.
- (d) TG TWR on receipt of a “joining shortly” call from a glider, will issue circuit joining instructions.
- (e) If Tauranga Tower require a glider to join with urgency (eg an emergency), the glider will be given *LAND IMMEDIATELY*, followed by joining instructions. It is expected the glider will join and land ASAP.
- (f) When an increase in controller workload necessitates a glider to land without delay and not take up to 3 min, the glider will be instructed “*DUE TRAFFIC JOIN NOW (direction of circuit and position to enter)*”.
- (g) Glider pilots shall advise TG TWR immediately prior to entering the downwind leg if radio traffic allows, **or** else they are to report their circuit position as soon as it is possible to do so.

9.6 Operations within the Mount Sector(Appendix A)

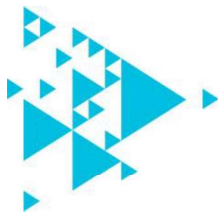
- (a) Glider operations within the Mount Sector are subject to controller workload and any other operations within the vicinity of the aerodrome.
- (b) Gliders operating in the Mount Sector may be instructed to join for the gliding runway in use or vacate the Mount Sector at any time the operation is likely to conflict with other aerodrome traffic or parachutes.

9.7 Aerobatics

- (a) Gliders must request a clearance to conduct aerobatics within controlled airspace and any intention to conduct aerobatics after release from the tow aircraft must be advised prior to departure.
- (b) The preferred location for glider aerobatics is outside of the lateral boundaries of TG CTR/D. Notwithstanding, the pilot may request any other location, subject to availability and dependant on traffic. Gliders should indicate the anticipated duration of the aerobatics when making the request to BAY Approach.

9.8 Tauranga Parachuting – Parachute Drop Area (PDA) Separation

- (a) Parachute Drop Area (“PDA”) – Appendix C attached
 - 3 NM PDA
 - i. Lateral: A circle with a 3 NM radius centred on the Tauranga Aerodrome Refence Point.
 - ii. Vertical: 1500 ft AMSL to an upper level as cleared. The upper level of the PDA will subsequently lower to the same level of the parachute drop aircraft as it descends.
 - 2 NM PDA
 - iii. Lateral: A circle with a 2 NM radius centred on the Tauranga Aerodrome Refence Point.



- iv. Vertical: 1500 ft AMSL to an upper level as cleared. The upper level of the PDA will subsequently lower to the same level of the parachute drop aircraft as it descends.
- (b) When instructed to remain “*CLEAR OF THE TAURANGA (2 NM or 3 NM) PDA*”, glider and tow aircraft shall remain visually clear of this area until instructed otherwise by BAY Approach or Tauranga Tower. BAY shall also provide details to the glider and tow aircraft on the number of parachutes deployed/to be deployed within the nominated PDA.

9.9 Short Approach Grass Runway 04

- (a) When requested by Airways, a short approach onto Grass Runway 04 may be required to facilitate arriving aircraft on Runway 07.
- (b) If a pilot is unable to carry out a short approach an alternative clearance shall be requested.

9.10 Noise Abatement

- (a) Where possible the tow aircraft shall remain clear of built up areas while low level for the purpose of noise abatement.

10. BRIEFING

10.1 General

- (a) The TGC is responsible for fully briefing its members and glider pilots from other locations who are members of Gliding NZ, providing adequate training and ensuring that they comply with the procedures detailed in this MOU.

11. EMERGENCIES

11.1 General

- (a) Nothing contained in this MOU shall preclude a pilot of a glider or tow aircraft carrying out any actions deemed necessary as a result of any emergency including significant height loss. In any case, Airways should be notified as soon as practicable as to the pilot’s intentions. As required a Pan Pan call should be made.

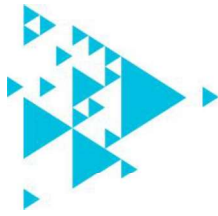
11.2 Advice of – “unable to maintain altitude”

- (a) If a glider is unable to maintain altitude, such that they may re-enter the TG CTR/D contrary to the approved Glider Arrival procedure, the glider will report to the Bay Approach controller:
“(call sign) UNABLE TO MAINTAIN ALTITUDE”
- (b) Bay Approach shall acknowledge this call, instruct the glider to contact TG TWR, and then immediately notify TG TWR of the situation.

11.3 Communications Failure

- (a) In the event of a glider or tow aircraft having a communications failure, they shall carry out the following procedure:

- 1 Squawk 7600.



- 2 Proceed from present position to the mount sector, maintaining a visual look-out to avoid other aircraft.
- 3 Let down in the mount sector.
- 4 Land on the runway in use for gliding operations.

12. INCIDENT REPORTING

- (a) Incident reporting shall be in accordance with existing processes by Airways, TGC, and TAA, however notification of these may take a period of time to be brought to the attention of the Gliding Club for corrective action.
- (b) In the interests of safety and immediate corrective action, ATC will, as soon as practicable, advise the Gliding Club CFI of any incident, especially those involving airspace breaches or the incorrect use of the radio.

13. NOTICES

13.1 All notices and other communications relating to this MoU must be made to:

Airways

Bay Sector Team Leadership Group
Airways Corporation of New Zealand Ltd
26 Sir William Pickering Drive
Russley, Christchurch 8053
PO Box 14131, Christchurch 8544
TPKBAYTLGroup@airways.co.nz

Tauranga Gliding Club

James Graham
101 Dakota Way, Tauranga 3116
james.graham@sonasafe.co.nz

Tauranga Airport

Ray Dumble, Airport Manager
73 Jean Batten Drive, Tauranga 3116
Ray.Dumble@tauranga.govt.nz



SIGNATURES

SIGNED for and on behalf of)
)
BAY Approach, Airways Corporation of)
New Zealand Limited)
by:)

GKHounsell
GKHounsell (Jul 17, 2024 10:42 GMT+12)

Geoff Hounsell

Print Name)

Signature)
A / Head of SUR Svces

Position)

SIGNED for and on behalf of)
)
Tauranga Tower, Airways Corporation of)
New Zealand Limited)
by:)

George Perigo
George Perigo (Jul 17, 2024 19:51 GMT+12)

George Perigo

Print Name)

Signature)
Acting Head of Aerodrome Services

Position)

SIGNED for and on behalf of)
)
Tauranga Gliding Club by:)
)

[Signature]

James Graham

Print Name)

Signature)
Chief Flying Instructor

Position)

SIGNED for and on behalf of)
)
Tauranga Airport by:)
)

Ray Dumble
Ray Dumble (Jul 17, 2024 10:49 GMT+12)

Ray Dumble

Print Name)

Signature)
CEO TAA

Position)



APPENDIX A MOUNT SECTOR

