



## **NARROMINE SHIRE COUNCIL**

### **NARROMINE AERODROME VEHICLE CONTROL**

### **POLICY**

Adopted by Council on 16.06.09  
Resolution No 2009/211

Revised by Council on 08.07.2020  
Resolution No 2020/134

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### NARROMINE AERODROME VEHICLE CONTROL

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## **PURPOSE**

The aim of Narromine Shire Council Aerodrome Authorised Vehicle Policy is to control and regulate the number of vehicles that access the airside of the Narromine Aerodrome. Airside Vehicle Control will reduce the risk of damage to aircraft or injury to passengers on aprons AND to ensure that priority is given to aircraft on runways and taxiways.

## **AUTHORISED PERSONS**

Only Aerodrome Reporting Officers, Aerodrome Manager, Civil Aviation Authority personnel, aircraft operators with a glider in tow or a person under the immediate supervision of the aforesaid or nominated authorised vehicle drivers are permitted to drive vehicles on the Movement Area. Authorised vehicle access around the aerodrome is via the designated Perimeter Roads.

Glider Towing Vehicle drivers must attend an Airside Driving Safety Briefing conducted by the gliding operator. The gliding operator shall keep a register of authorised drivers and vehicles.

## **AUTHORISED VEHICLES**

There are two types of vehicle authorisation, an Authorised Vehicle and a Glider Towing Vehicle.

Authorised Vehicles are permitted by Council to operate on the Movement Area of the Narromine Aerodrome. Authorisation can only be obtained by submitting a completed Authorised Vehicle Application Form to Council for consideration and approval. The Authorisation needs to be renewed annually and application shall be made to Council each calendar year for authorisation of the vehicle.

Glider Towing Vehicle authorisation may be obtained from the relevant gliding operator. It permits the vehicle to travel on the Movement Area only when it has a glider in tow. When not towing a glider, the vehicle must use the Perimeter Roads to travel on the aerodrome. Most commonly this would apply to a visiting glider pilot's vehicle and permits the vehicle to be used on the aerodrome to tow the glider to and from the launch area. This is in contrast to an Authorised Vehicle that can travel on the Movement Area without a glider in tow. The authorisation is only valid for the period noted on the form, typically for the duration of an event and less than a month and the issuing gliding operator shall keep a register of vehicles that have been authorised as Glider Towing Vehicles.

After a vehicle has obtained authorisation, the appropriate sticker shall be attached to the front windscreen.

Authorisation may be withdrawn should these conditions not be complied with fully.

### **MANOEUVRING AREA**

Aerodrome Reporting Officers, Aerodrome Manager, Civil Aviation Authority personnel, Authorised Vehicle drivers or a person under the immediate supervision of the aforesaid are permitted to drive vehicles on the Manoeuvring Area. (Vehicles with a glider in tow are regarded as a taxiing aircraft and are exempt from the following conditions but are required to comply with CTAF procedures.)

The above must NOT operate a vehicle on the Manoeuvring Area of Narromine Aerodrome;

1. Unless the vehicle is equipped with a radio capable of two way communication with aircraft ; OR  
  
the vehicle is under supervision (see Note 1) of a vehicle so equipped
2. Between sunset and sunrise OR in conditions where visibility is less than 800m UNLESS the vehicle has headlights dipped and displays a flashing orange light (see Note 2) on top of the vehicle.

**Note 1** *When a vehicle is under supervision it must follow between 5m and 10m behind the supervising vehicle.*

### **VEHICLES**

Authorised Vehicles shall be painted a single conspicuous colour either yellow, orange or white. A vehicle not painted thus shall be marked using a flashing orange light (see Note 2) on top of the vehicle. It is preferable that a flashing light is used by all airside vehicles to enhance visibility.

**Note 2** *Wherever a reference is made to a flashing orange light on top of the vehicle it has the same meaning as that in the Civil Aviation Safety Authority publication “Manual of Standards Part 139 – Aerodromes, Section 9.19.1 Vehicle Warning Lights”.*

## **VEHICLE OPERATORS (DRIVERS)**

No operator of a vehicle should assume that there is a right to drive on the airside of Narromine Aerodrome. Any breach of these conditions may result in the authorisation for the vehicle being withdrawn.

A person operating a vehicle on the airside must;

1. Be trained and competent to do so, and
2. Hold a current driver's licence, and
3. Know the terminology used to describe, and be familiar with airside areas, and
4. Understand the significance of aerodrome signs and markings, and
5. Where appropriate, be competent in the use of radio communications equipment and understand radio instructions, and
6. In the case of glider pilots and crew, attend an Airside Driving Safety Briefing conducted by the gliding operator.

The owner of the Authorised Vehicle or gliding operator shall, ensure that the operator of the vehicle is authorised and satisfies the above criteria.

## **INSURANCE**

Applicants must confirm with their insurer that they have at least \$20 million insurance cover for death, injury, environmental harm or property damage to third parties caused by or arising from the use of the vehicle on the aerodrome.

All authorised vehicles must be registered to be able to access the Perimeter Road.

## **GENERAL**

When driving Airside you must;

1. Obey all regulatory and guide signs and adhere to the following maximum speed limits:
  - 10 kph for aprons and within 20m of any aircraft
  - 25 kph elsewhere,
2. Pass behind taxiing aircraft, NOT in front.
3. Not drive under aircraft or within 3m of any part of an aircraft except when required for the servicing of the aircraft or when towing a glider,

4. Stay at least 20m from aircraft with engine running or displaying red rotating beacons or strobe lights,
5. Ensure that passengers not authorised or briefed on airside safety remain in vehicle at all times,
6. Report any accident or incident involving the vehicle under their control to the Council's Aerodrome Reporting Officer as soon as possible,
7. Not drive in a manner likely to jeopardise the safety of any person,
8. Not drive whilst affected by alcohol or drugs that would preclude you from lawfully driving on public roads,
9. Comply with directions given to you by Narromine Shire Council staff,
10. Not park or leave vehicle unattended on the movement area except in designated parking areas or beside the Perimeter Roads.

## **POWERS**

Narromine Shire Council reserves the right to inspect vehicles operating airside and to prohibit operation airside in the event of non-compliance.

## **DEFINITIONS**

### **Airside**

The whole of that part of the aerodrome separated from the landside by a fence and intended for use by aircraft and has restricted access to the public.

### **Apron**

That part of the aerodrome used:

1. To enable passengers to board or disembark from aircraft.
2. To load cargo onto, unload cargo from aircraft.
3. To refuel, park or carry out maintenance on aircraft.

### **Authorised Vehicle**

A vehicle authorised by Council or the gliding operator (for glider towing vehicles) to operate on the airside of the aerodrome.

### **Glider Runways (Glider Strips)**

The entire area enclosed by the orange markers.

**Landside**

The part of the aerodrome that is available for vehicles and the public and is not intended for use by aircraft.

**Manoeuvring Area**

That area intended for take-off (launching) and landing of all aircraft i.e. excludes aprons.

**Movement Area**

That part of the aerodrome used for take-off and landing by aircraft and for the surface movement of aircraft, including Taxiways and Aprons.

**Runways**

The sealed portions of runways.

**Runway Strips**

The grass areas between the sealed areas and the gable markers.



## AUTHORISED VEHICLE APPLICATION FORM

**Applicant: (Vehicle Owner)**

**Name:** .....

**Address:** .....

**Telephone:** .....

**Mobile:** .....

**Vehicle Description:**

**Make:**..... **Colour:** .... **Year:**..... **Rego:** .....

**Make:**..... **Colour:** .... **Year:**..... **Rego:** .....

**Make:**..... **Colour:** .... **Year:**..... **Rego:** .....

**Associated Aircraft Type / Registration No.:** .....

**Driver Details:**

<b>Name:</b>	<b>1.</b>	<b>2.</b>	<b>3.</b>
<b>Address:</b>			
<b>Signature:</b>			
<b>Drivers Licence No:</b>			

**Declaration of Applicant**

I, ..... agree to comply with the Narromine Shire Council Aerodrome Authorised Vehicle Policy AND take responsibility for the proper and lawful use of the nominated vehicle and declare that the vehicle is covered by insurance for at least \$20 million whilst on Narromine Aerodrome and indemnify Narromine Shire Council against all actions, proceedings, claims and demands whatsoever which may be brought, made or prosecuted against it in respect of any loss or damage that may arise from the use or operation of the vehicle on the aerodrome airside.

**Signature of Applicant:** ..... **Date:**.....

**Aerodrome Reporting Officer Declaration**

I, certify that the nominated drivers for the vehicle noted on the application have attended an airside safety briefing in accordance with Narromine Aerodrome Authorised Vehicle Policy.

Issued by Narromine Shire Council

Aerodrome Reporting Officer : .....

Name

Signature

Date

**Following Airside Safety Briefing, please present completed form to Aerodrome Reporting Officer for the issue of an authorisation sticker that must be attached to inside of front windscreen of nominated vehicle.**

**(Narromine Shire Council accepts no responsibility for vehicles on Narromine Aerodrome and all vehicles are operated at owner's risk)**



