

MEMORANDUM OF UNDERSTANDING



BETWEEN

**[AIRWAYS CORPORATION OF NEW ZEALAND
LIMITED**

AND

GLIDING NEW ZEALAND INCORPORATED]



MEMORANDUM OF UNDERSTANDING dated [31st] day of [October] [2024]

PARTIES

1. Airways Corporation of New Zealand Limited, [Bay Approach], Level 2, 6 Leonard Isitt Drive, Auckland, 2022, New Zealand with company number 331446
(“AIRWAYS”)
2. [Gliding New Zealand Incorporated, 15 Tawhai Drive, RD 2, Rangiora 7472, New Zealand with organisation number 216833
(“Gliding NZ”)]

OBJECTIVES

- A. Airways provides air traffic management services in New Zealand, including [control services in airspace over the Upper North Island by Bay Approach.]
- B. [Gliding NZ is the representative body for glider flying in New Zealand, authorised under Civil Aviation Rule Part 149.]
- C. The purpose of this Memorandum of Understanding (“MoU”) is to:
[Establish procedures between Gliding NZ and Airways for regional and national gliding competitions, originating from one of the following:
 - Drury airfield
 - Centennial Park airfield
 - Matamata airfield
 - Taumarunui airfield.
- D. Routine local gliding club operations are not subject to this MoU.]



TERMS OF THE AGREEMENT

1. STATUS OF MOU

1.1 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 21 December 2021.

1.2 The parties 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 [Gliding NZ] 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 [Gliding NZ] 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. SCOPE

- 6.1 The procedures and airspace defined in this MoU shall be used by Airways and Gliding NZ (including participants in Gliding NZ gliding contests) with regards to:
- (a) Event planning
 - (b) Special Use Airspace
 - (c) General Aviation Areas
 - (d) Activation procedures
 - (e) RTF/operating procedures.
- 6.2 Gliding NZ shall ensure that all contest directors and participants have read and understand the relevant content of this MoU.

7. EVENT PLANNING

- 7.1 At least 21 days prior to submitting the necessary details to the Civil Aviation Authority of New Zealand (“CAA”), Gliding NZ must consult with Airways regarding its intention to conduct an event under this MoU.
- 7.2 During the consultation, each party will:
- (a) **Gliding NZ**
 - i. Collaborate with Airways to ensure reasonable and safe access to airspace for all airspace users
 - ii. Provide a detailed plan of how it intends to conduct the event
 - iii. Provide details of the Air Navigation Register (“ANR”) designated airspace they are requesting for the event
 - iv. Provide details of non-published airspace they wish to request for the event
 - v. Provide the name and contact details (including mobile phone) of the contest director – if contact details are different before and during the event, then contact details for both before and during the event must be provided.
 - (b) **Airways**
 - i. Collaborate with Gliding NZ to ensure reasonable and safe access to airspace for all airspace users
 - ii. Provide details of operational matters that may affect the timing or running of the event
 - iii. Communicate with Gliding NZ on any other matters.
- 7.3 Gliding NZ is responsible for submitting details of the event to the CAA in accordance with Civil Aviation Rules after consultation with Airways.



8. AIRSPACE

- 8.1 Airways acknowledges the importance of these regional and national competitions and the significant part the airspace plays in the conduct of such competitions. Every effort will be made to allow activation of requested airspaces in accordance with this MoU. Airways reserves the right to deny or restrict activation of any or all the requested airspace when operational circumstances exist.
- 8.2 This MoU shall cover the following designated airspace (all are ATC approval except for G254). Refer to the NZ ANR for detailed information on airspace dimensions and Appendix 1.

Designator*	Name	Lower Limit (ft AMSL)	Upper Limit (ft AMSL)
G250	Tirau	4500	6500
G251	Atiamuri	4500	5500
G254	Matamata	4500	6500
G256	Mihi	4500	6500
G257	Ohaaki	4500	5500
G258	Rotomahana	LLCA	6500
G272	Huntly	2500	4500
G453	Mangakino	6500	7500
G454	Pureora	6500	8500

* Prefix 'NZ' removed for ease of reading.



8.3 Temporary airspace covered by this MoU is indicated below.

- (a) Details of this airspace, including the designator, name, and dimensions, will be subject to CAA approval for each event.
- (b) Details are provided in Appendix 2 for clarity only within the context of this MoU.

Temporary Designator*	Temporary Name	Lower Limit (ft AMSL)	Upper Limit (ft AMSL)
R292	Barryville	SFC	7000
R291	Lichfield	SFC	6000
R290	Thames	SFC	7000
G294	West Hamilton	2500	3500
G295	Pirongia	4500	5500
G485	Ureweras	6500	9500
G486	Ahimanawa	6500	8500
G487	Ohakuri	4500	6500

* Prefix 'NZ' removed for easy of reading.

9. AIRSPACE NOTAM

9.1 The contest director is responsible for arranging NOTAM for any restricted airspace (designated as active by NOTAM) by notifying the NOTAM office at least 24 hours before the restricted area is to be active.

9.2 The contest director is responsible for the cancellation of any NOTAM, through the NOTAM office, for airspace that has been deactivated prior to the promulgated time in the NOTAM.

9.3 Contact details are:

(a) **NOTAM Office**

Email: notam@airways.co.nz

Phone: 03 358 1688

(b) **ATC Duty Manager**

Email: ServiceDeliveryDutyManagers@airways.co.nz

Phone: 03 358 1694



10. CONCURRENT ACTIVATION OF AIRSPACE

- 10.1 This MoU permits concurrent activation of any combination of permanent or temporary airspace during gliding contests notified by AIP Supp.
- (a) However, due to the recent implementation of the airspace and in the absence of experience managing the airspace operationally, Airways reserves the right to place restrictions on concurrent use should the need arise.
- 10.2 Any restrictions will be notified to Gliding NZ and negotiated with the aim of facilitating as much gliding activity as possible.

11. EVENT PROCEDURES

- 11.1 The name and contact details of the contest director shall be notified to Airways prior to the contest.
- (a) Gliding NZ shall ensure that the contest director is contactable without delay via the promulgated phone number(s) whilst airspace under this MoU is activated.
- 11.2 After the gliding participants' morning brief, with as much notice as practicable, the contest director shall notify the ATC Duty Manager of the following via email:
- (a) details of the task schedule for the day
- (b) airspace requested and activation times.
- (Note: This is to check that relevant NOTAM have been issued and to seek individual ATC unit approval.)
- 11.3 On receipt of the task schedule and activation details, the Duty Manager will request the release of airspace from the affected ATC sectors.
- 11.4 The Duty Manager shall contact the contest director to confirm which airspace volumes will be activated and their respective activation times. Areas will be "RELEASED" to the contest director for these periods.
- 11.5 If the requirement for one or more of the activated volumes ceases before the specified time, the contest director shall advise the ATC Duty Manager that:
- (a) gliding operations have completed in the area(s)
- (b) all gliders are clear of the airspace
- (c) the area(s) can be released back to ATC.
- 11.6 This will enable other airspace users earlier access to the area(s).



12. COMMUNICATION PHRASEOLOGIES

12.1 During communications between the ATC Duty Manager and the contest director regarding releasing airspace, the following standard phraseology should be used to avoid any misunderstanding:

- (a) “RELEASED” – when releasing airspace
- (b) “RELEASE ACKNOWLEDGED” – to be read back to confirm the release.

12.2 Examples:

- (a) ATC Duty Manager – Contest Director
 - i. GOLF 251 RELEASED TO GLIDING AT (time) UNTIL (time)
 - ii. GOLF 453 RELEASE ACKNOWLEDGED
- (b) Contest Director – ATC Duty Manager
 - i. GOLF 251 RELEASE ACKNOWLEDGED (time) UNTIL (time)
 - ii. GOLF 453 RELEASED TO ATC ALL GLIDERS CLEAR

13. GLIDER OPERATOR PROCEDURES

13.1 Parties to this agreement acknowledge that the responsibility for the safe operation of their aircraft rests with the pilot-in-command. Gliding NZ shall ensure contest participants know and understand this.

13.2 General Aviation Areas are portions of controlled airspace (Class C or D) that revert to Class G airspace upon activation.

- (a) Airways is not responsible for providing separation within Class G airspace.

13.3 **VHF Communications**

- (a) Gliding NZ is responsible for providing traffic information as required between all aircraft participating in the contest. Gliders are requested to monitor the relevant ATC frequency for the area they are operating whenever possible.
- (b) ATC may “broadcast” non-participant traffic information on the relevant ATC frequency should it be required. This includes aircraft subject to an in-flight emergency and/or requiring flight through the contest airspace.

13.4 **Transponders**

- (a) Transponders are not required to be used in airspace released for the competition due to the change to Class G airspace, unless directed by other rules or airspace requirements (MBZ etc.).
- (b) In the interests of safety, Airways recommends that transponders be used when operating close to controlled airspace (suggested 3 NM laterally and/or 500 ft vertically).
 - i. **NOTE:** For operations in **G486 (Ahimanawa)**, transponders **are required** when operating within 3 NM laterally and/or 500 ft vertically of controlled airspace.
- (c) Gliders wishing to activate a transponder while operating in the contest airspace shall do so in accordance with AIP Table ENR 1.6-1.



14. LIABILITY

- 14.1 Gliding NZ acknowledges that Airways is not liable for any incident, accident, injury, or fatality during contests conducted in accordance with this MoU.]

15. NOTICES

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

Airways

[James Neilson –Team Leader, Enroute–Bay]
Airways Corporation of New Zealand Ltd
26 Sir William Pickering Drive
Russley, Christchurch 8053
PO Box 14131, Christchurch 8544
James.Neilson@airways.co.nz

Gliding NZ

David Moody – Northern Region Operations Officer
Gliding New Zealand Incorporated
15 Tawhai Drive
RD 2, Rangiora 7472
09 255 5509
021 388 693
nothern.roo@gliding.co.nz]



SIGNATURES

[

SIGNED for and on behalf of)

)
Airways Corporation of New Zealand)
Limited)

by:)
(Refer to DFA Policy))

Geoff Hounsell)

Print Name)

GKHounsell
GKHounsell (Sep 20, 2024 08:06 GMT+12)

Signature

A / Head of SUR Svces

Position

SIGNED for and on behalf of)

)
Gliding New Zealand Incorporated)
by:)

David Ray MOODY)

Print Name)

DR - Moody

Signature

Northern ROO

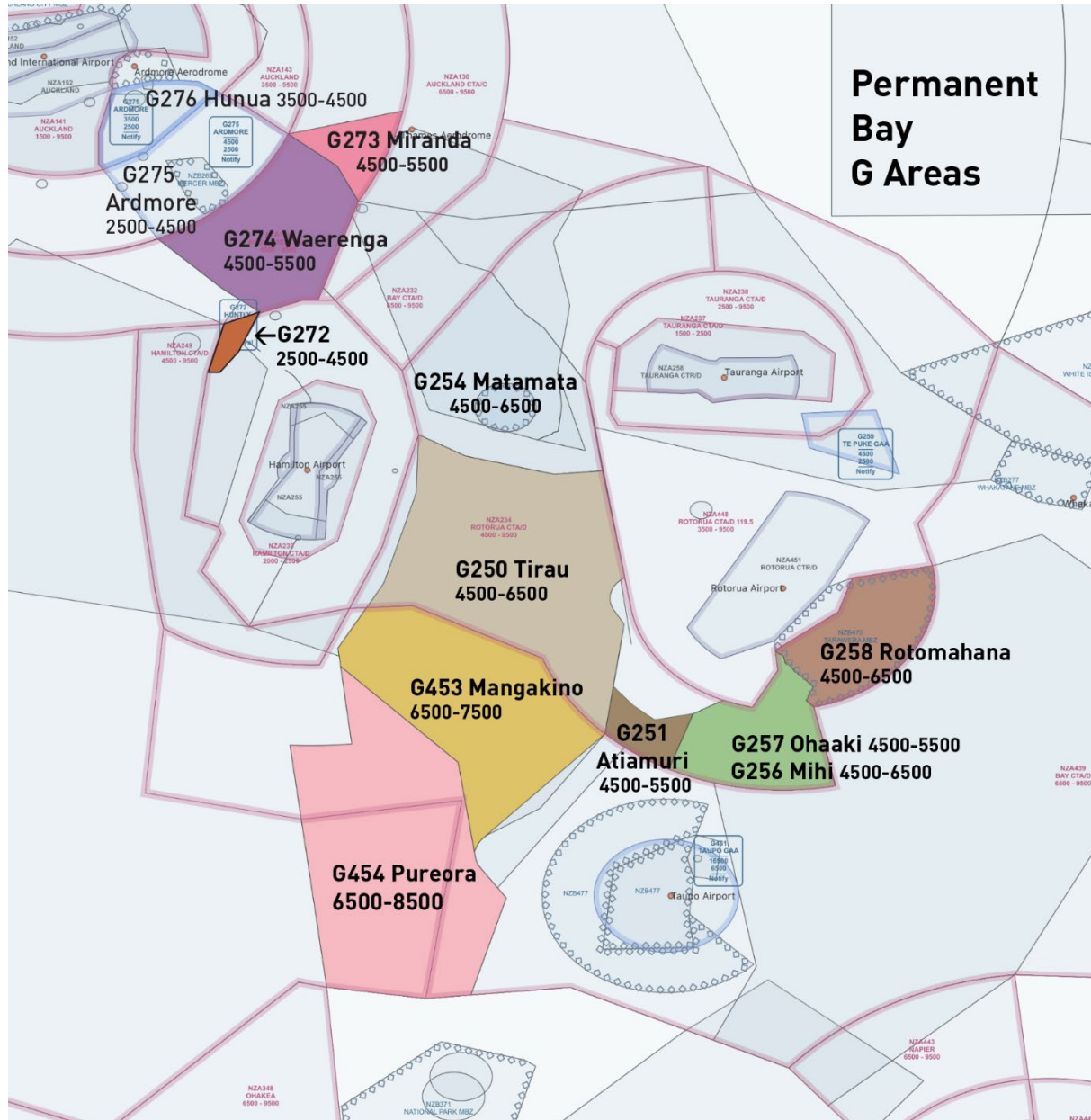
Position



APPENDIX A

Permanent GAA Information

(Images are representative only and not to scale. This MoU does not include G275/G276/G273/G274. Refer to NZ ANR for details of permanent airspace.)

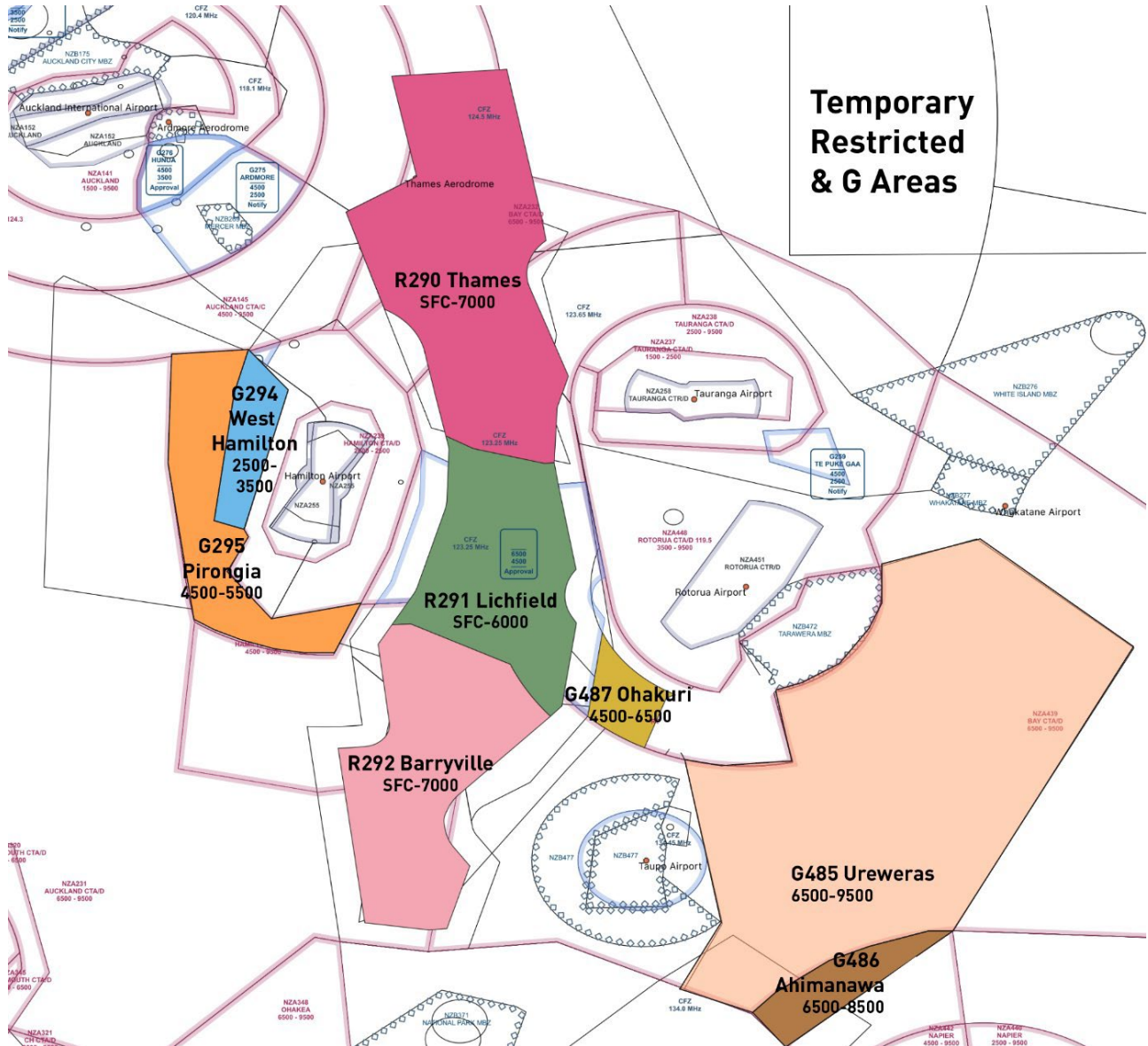




APPENDIX B

Temporary Airspace

(Subject to confirmation by CAA upon application for event airspace.)





APPENDIX C

ANR Data

NZ G485	Ureweras, Central Plateau
<p>All that airspace bounded by a line joining S 38 15 00.0, E 177 13 00.0; S 38 54 22.7, E 176 47 43.0; the arc of a circle 33 NM radius centred on S 39 27 13.7, E 176 52 08.1; (Napier VOR/DME) from S 38 54 22.7, E 176 47 43.0; anticlockwise to S 39 05 55.3, E 176 19 39.8; a line joining S 39 02 28.8, E 176 10 18.8; (Kaipō River); S 38 53 21.7, E 176 15 37.7; (Wairāngo); S 38 30 33.1, E 176 10 22.2; the arc of a circle of 25 NM radius centred on S 38 06 29.0, E 176 18 50.1; (Rotorua VOR/DME) from S 38 30 33.1, E 176 10 22.2; anticlockwise to S 38 30 53.5, E 176 25 28.1; a line joining S 38 30 53.5, E 176 25 28.1; the arc of a circle of 15 NM radius centred on S 38 21 10.5, E 176 22 46.3; (Rotorua VOR/DME) from S 38 06 29.0, E 176 18 50.1; anticlockwise to S 38 21 10.5, E 176 22 46.3; a line joining S 38 03 41.7, E 176 37 30.2; S 38 03 41.7, E 176 37 30.2; S 37 59 49.4, E 176 51 04.4; S 38 15 00.0, E 177 13 00.0.</p>	
Upper limit:	9500 ft AMSL.
Lower limit:	6500 ft AMSL.
Activity:	Gliding
Active:	By AIP SUP and NOTAM, Daylight hours with ATC approval (Bay Approach)
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	



NZ G486	Ahimanawa
<p>All that airspace bounded by a line joining S 38 54 22.7, E 176 47 43.0; S 39 10 34.5, E 176 24 32.7; S 39 05 55.3, E 176 19 39.8; the arc of a circle 33 NM radius centred on S 39 27 13.7, E 176 52 08.1; (Napier VOR/DME) from S 39 05 55.3, E 176 19 39.8; clockwise to S 38 54 22.7, E 176 47 43.</p>	
Upper limit:	8500 ft AMSL
Lower limit:	6500 ft AMSL
Activity:	Gliding
Active:	By AIP SUP and NOTAM, Daylight hours with ATC approval (Bay Approach)
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	

NZG487	Ohakuri, Waikato
<p>All that airspace bounded by a line joining S 38 21 28.9, E 176 09 00.1; S 38 22 01.2, E 176 07 47.6; the arc of a 25 NM radius centred on S 38 06 29.0, E 176 18 50.2; (Rotorua VOR/DME) from S 38 28 53.7, E 176 04 46.4; clockwise to S 38 24 31.2, E 175 56 51.5; the arc of a 17 NM radius centred on S 38 06 29.0, E 176 18 50.2; (Rotorua VOR/DME) from S 38 12 50.7, E 175 58 54.2; anticlockwise</p>	
Upper limit:	6500 ft AMSL
Lower limit:	4500 ft AMSL
Activity:	Gliding
Active:	By AIP SUP and NOTAM, Daylight hours with ATC approval (Bay Approach)
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	



NZG 294	West Hamilton, Waikato
<p>All that airspace bounded by a line joining S 37 33 43.0, E 175 09 30.5; (Huntly VRP); S 37 39 16.7, E 175 14 57.6; S 37 58 54.1; E 175 08 52.9; S 37 57 32.7, E 175 04 42.0; S 37 39 42.9, E 175 07 29.0; (Hakarimata, 1227 ft); S 37 33 43.0, E 175 09 30.5.</p>	
Upper limit:	3500 ft AMSL
Lower limit:	2500 ft AMSL
Activity:	Gliding
Active:	By AIP SUP and NOTAM, Daylight hours with ATC approval (Bay Approach)
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	

NZG 295	Pirongia, West Hamilton
<p>All that airspace bounded by a line joining S 37 33 43.0, E 175 09 30.5; (Huntly) S 37 39 42.9, E 175 07 29.0; (Hakarimata, 1227 ft) S 37 57 32.7, E 175 04 42.0; S 37 58 54.1, E 175 08 52.9; S 37 59 39.6, E 175 09 15.2; S 38 04 21.4, E 175 06 47.9; S 38 11 13.3, E 175 12 39.4; (Otorohanga) S 38 08 57.0, E 175 25 09.5; (Korakonui) S 38 12 54.9, E 175 23 02.7; (Maihihi) S 38 15 58.2, E 175 21 25.0; the arc of a circle of 25 NM radius centred on S 37 50 57.7, E 175 20 19.0; (Hamilton DME) from S 38 15 58.2, E 175 21 25.0; clockwise to S 38 11 23.7, E 175 02 02.8; a line joining S 38 11 23.7, E 175 02 02.8; S 38 06 50.4, E 175 01 01.4; S 37 49 25.0, E 174 58 24.0; S 37 34 24.1, E 174 58 53.4; S 37 33 43.0, E 175 09 30.5.</p>	
Upper limit:	5500 ft AMSL.
Lower limit:	4500 ft AMSL.
Activity:	Gliding



Active:	By AIP SUP and NOTAM, Daylight hours with ATC approval (Bay Approach)
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	

NZR290	Thames, Waikato
<p>All that airspace bounded by a line joining S 36 54 26.3, E 175 45 34.1; S 37 14 59.5, E 175 50 25.9; the arc of a 6 NM radius centred on S 37 22 53.2, E 175 55 53.8; (WAIHI), from S 37 18 17.6, E 175 51 03.4; anticlockwise to S 37 24 51.7, E 175 48 47.3; S 37 37 10.6, E 175 54 10.2; S 37 41 31.3, E 175 52 36.1; S 37 49 13.6, E 175 52 11.3; S 37 49 19.6, E 175 50 51.5; S 37 47 15.9, E 175 40 56.0; S 37 45 30.3, E 175 37 04.8; S 37 40 10.1, E 175 35 42.0; the arc of an 8.5 NM radius centred on S 37 35 28.0, E 175 23 35.7; (TAYLA hold), from S 37 33 23.9, E 175 34 01.5; anticlockwise to S 37 27 52.9, E 175 28 33.4; S 37 23 45.6, E 175 26 54.1; S 37 14 19.0, E 175 23 10.0; S 37 09 24.0, E 175 33 01.0; S 36 55 24.2, E 175 29 31.5;</p>	
Upper limit:	7000 ft AMSL.
Lower limit:	Surface
Activity:	Gliding
Active:	Daily when advised by NOTAM during daylight hours
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	VFR flights may enter and operate within without prior administering authority approval when active.



NZR291	Lichfield, Waikato
<p>All that airspace bounded by a line joining S 37 49 13.6, E 175 52 11.3; the arc of a 6 NM radius centred on S 38 07 43.1, E 176 01 16.9; from S 38 04 04.8, E 175 55 14.3; anticlockwise to S 38 10 44.4, E 175 54 41.8; S 38 11 32.3, E 175 55 17.5; S 38 23 10.8, E 175 53 14.6; the arc of a 28 NM radius centred on S 38 06 29.0, E 176 18 50.2; (Rotorua VOR/DME) from S 38 24 32.1, E 175 51 39.6; clockwise to S 38 17 17.3, E 175 46 03.8; S 38 11 40.4, E 175 32 11.3; S 38 11 46.8, E 175 29 33.8; the arc of a 6 NM radius centred on S 38 04 43.0, E 175 25 51.0; (BILOK) from S 38 07 38.7, E 175 32 29.1; anticlockwise to S 38 06 21.7, E 175 33 09.5; the arc of a 6 NM radius centred on S 37 54 11.0, E 175 29 39.0; (KAPLO) from S 37 55 49.6, E 175 36 56.5; anticlockwise to S 37 54 17.3, E 175 37 13.6; the arc of a 3 NM radius centred on S 37 47 26.0, E 175 33 43.0; from S 37 47 31.8, E 175 37 29.9; clockwise to S 37 46 49.8, E 175 37 25.4; S 37 45 30.3, E 175 37 04.8; S 37 47 15.9, E 175 40 56.0; S 37 49 19.6, E 175 50 51.5;</p>	
Upper limit:	6000 ft AMSL
Lower limit:	Surface
Activity:	Gliding
Active:	Daily when advised by NOTAM during daylight hours
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	VFR flights may enter and operate within without prior administering authority approval when active



NZR292	Barryville, Waikato
<p>All that airspace bounded by a line joining S 38 11 40.4, E 175 32 11.3; the arc of a 28 NM radius centred on S 38 06 29.0, E 176 18 50.2; (Rotorua VOR/DME) from S 38 17 17.3, E 175 46 03.8; anticlockwise to S 38 24 32.1, E 175 51 39.6; the arc of a 6 NM radius centred on S 38 39 26.7, E 175 44 34.1; (PEBSO) from S 38 35 17.0, E 175 39 03.3; anticlockwise to S 38 42 48.2, E 175 38 13.1; S 38 45 22.3, E 175 40 25.6; S 38 54 05.2, E 175 37 13.9; S 38 54 16.6, E 175 34 42.4; S 38 53 16.5, E 175 25 47.7; the arc of a 38 NM radius centred on S 37 50 57.3, E 175 20 18.7; (Hamilton VOR/DME) from S 38 28 57.6, E 175 22 03.8; anticlockwise to the arc of a 3 NM radius centred on S 38 25 45.0, E 175 25 24.9; (corner of GXXH) from S 38 28 44.3, E 175 25 47.7; anticlockwise to S 38 25 24.8, E 175 29 12.4; S 38 14 30.0, E 175 27 38.3; S 38 11 46.8, E 175 29 33.8;</p>	
Upper limit:	7000 ft AMSL
Lower limit:	Surface
Activity:	Gliding
Active:	Daily when advised by NOTAM during daylight hours
Administering authority:	Gliding New Zealand – Contest Director
Conditions of use:	VFR flights may enter and operate within without prior administering authority approval when active

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MOU_Bay_Approach-Gliding_NZ

Final Audit Report

2024-09-25

Created:	2024-09-19
By:	Cindy Staudt (cindy.staudt@airways.co.nz)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9bm1wAKtyJnkYPEocR1Z5fl0fF96jBRu

"MOU_Bay_Approach-Gliding_NZ" History

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-  Document emailed to james.evans@airways.co.nz for signature
2024-09-19 - 3:03:23 AM GMT
-  Document emailed to northern.roo@gliding.co.nz for signature
2024-09-19 - 3:03:23 AM GMT
-  Cindy Staudt (cindy.staudt@airways.co.nz) replaced signer james.evans@airways.co.nz with Geoff Hounsell (geoff.hounsell@airways.co.nz)
2024-09-19 - 3:59:36 AM GMT
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-  Signer Geoff Hounsell (geoff.hounsell@airways.co.nz) entered name at signing as GKHounsell
2024-09-19 - 8:06:08 PM GMT
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Signature Date: 2024-09-19 - 8:06:11 PM GMT - Time Source: server
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2024-09-25 - 5:06:56 AM GMT
-  Document e-signed by David Ray MOODY (northern.roo@gliding.co.nz)
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✔ Agreement completed.

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