

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPO AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 31 JULY 2017 AT 10.30AM**

- PRESENT:** Mr Chris Johnston (in the Chair), Mr John Funnell, Ms Kathy Guy, Cr Rosanne Jollands, Cr Christine Rankin
- IN ATTENDANCE:** Group Manager: Business & Technology, General Manager Taupō Airport, Airport Operations Manager, Financial Accountant, Democracy & Community Engagement Manager, Democratic Services Support Officer
- MEDIA AND PUBLIC:** Nil

The Chair welcomed everyone and declared the meeting open.

Note: i) *From October 2017 onwards, TAA meeting start times would change (from 11.00am) to 10.30am.*

1 APOLOGIES

TAA201707/02 RESOLUTION

Moved: Cr Christine Rankin
Seconded: Mr Chris Johnston

That apologies from Mayor David Trewavas be received and accepted.

.CARRIED

2 CONFLICTS OF INTEREST

Nil

3 CONFIRMATION OF MINUTES

3.1 TAUPO AIRPORT AUTHORITY COMMITTEE MEETING - 26 JUNE 2017

Minutes of a meeting of the Taupo Airport Authority Committee held on 26 June 2017 had been circulated.

TAA201707/03 RESOLUTION

Moved: Ms Kathy Guy
Seconded: Cr Rosanne Jollands

That the minutes of the Taupo Airport Authority Committee meeting held on Monday 26 June 2017 be confirmed as a true and correct record.

CARRIED

4 REPORTS

4.1 NZ AIRPORTS ASSOCIATION REPORT - LINKING THE LONG WHITE CLOUD

The Group Manager: Business & Technology introduced the item. He and member Chris Johnston had recently attended a conference in Wellington at which the NZ Airports Association (NZAA) report titled 'Linking the Long White Cloud' (LLWC) was presented. Taupō Airport was one of twelve regional airports nationwide listed in the report that were considered to have indeterminate futures due to funding pressures, and required investment. Additionally, the quoted airports were deemed non-commercial as they did not fit a commercial mode, and were dependent on ratepayer funding. It was also proposed that government dedicate funding of \$32m to regional airports to support the maintenance and compliance of critical assets such as runways, taxiways, lights and terminals.

Additional key points noted during questions, answers and related discussion were:

- The General Manager was part of the working group that initiated the LLWC report
- Taupō Airport was in a fortunate position as critical assets costs were covered and owned by Airways. Nationally, Taupō was a major holiday, tourist and event destination which strengthened the airport's operating longevity going forward
- Smaller airports would continue to fund operating costs (mainly from airport charge). Ongoing maintenance and upkeep of infrastructure would be supported by government
- The proposed fund would be a partnership between local and central government
- Many regions had overlaps in territorial boundaries eg Wanganui, Taupo District Council
- There was both negative and positive implications with being named on the list.

TAA201707/04 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Christine Rankin

That the Taupo Airport Authority Committee notes the information relating to the New Zealand Airports Association July 2017 publication/report titled 'Linking the long white cloud'.

CARRIED

4.2 GENERAL MANAGER'S OPERATIONS REPORT

The General Manager went through his operations report (A2008050) highlighting that Airways had invested a significant amount of money in the airport infrastructure over the past six years.

The Airport Operations Manager gave a brief overview of the table top exercise recently undertaken in conjunction with Air NZ. Discussions included how to improve the emergency plans and the working relationship between Air NZ and TAA.

The following was noted during questions, answers and related discussion:

- The final version of the Taupō Airport Master Plan had not yet been received
- Councillors were currently doing the TD2050 refresh. If required, staff would come and discuss any potential impacts on the airport with TAA, particularly in relation to residential developments at Five Mile Bay. This would likely occur during the consultation phase
- The general manager would meet with Air NZ to discuss future route planning
- Regarding TAA's desire to move from a non-commercial to a community owned model, legislation stipulated that the airport must be (non) commercial
- TAA's strategic vision needed to be confirmed before it could be presented to Council. Once the vision was agreed, future TAA meetings and agenda items should be more strategically focused
- Once the Safety Management Systems dashboard was set up, health and safety incidents would be generated directly from there. SMS costs were substantially less than usual arrangements in recognition of the long-standing working relationship between the general manager and the supplier. An SMS plan was also required to be submitted to the CAA.

TAA201707/05 RESOLUTION

Moved: Cr Christine Rankin
Seconded: Cr Rosanne Jollands

That the Taupo Airport Authority Committee receives the General Manager's Operations report.

CARRIED

4.3 HEALTH AND SAFETY UPDATE

In reply to a member's questions regarding a safety review, the General Manager confirmed that input had been sought from the Safety Committee and that had been completed. The Airport Operations Manager advised that internal and external audits were also routinely done. In conclusion, the member noted that it was good practice to undertake peer reviews.

The Group Manager: Business & Technology requested that an 'Exceptions Report' be included in future TAA health and safety updates.

TAA201707/06 RESOLUTION

Moved: Ms Kathy Guy
Seconded: Mr John Funnell

That the Taupo Airport Authority Committee receives the information relating to health and safety.

CARRIED

4.4 DRAFT 2016-2017 ANNUAL FINANCIAL REPORT

The Financial Accountant tabled the draft 2016-2017 Annual Financial Report, noting that there was still some changes to be done and more importantly, that TAA was cash flow positive.

Due to audit and Council timelines, it was reiterated that the next scheduled meeting of the TAA on 14 September could not be changed.

TAA201707/07 RESOLUTION

Moved: Cr Rosanne Jollands
Seconded: Cr Christine Rankin

That the Taupo Airport Authority Committee receives the Draft 2016-2017 Annual Financial Report.

CARRIED

5 CONFIDENTIAL BUSINESS**TAA201707/08 RESOLUTION**

Moved: Cr Rosanne Jollands
Seconded: Cr Christine Rankin

RESOLUTION TO EXCLUDE THE PUBLIC

I move that the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48[1] of the local government official information and meetings act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
<p>Agenda Item No: 5.1 Confirmation of Confidential Portion of Taupo Airport Authority Committee Minutes - 26 June 2017</p>	<p>Section 6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial</p>	<p>Section 48(1)(a)(i)- the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6</p>

I also move that *[name of person or persons]* be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of *[specify]*. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because *[specify]*.

CARRIED

The Meeting closed at 11.23am.

The minutes of this meeting were confirmed at the Taupo Airport Authority Committee Meeting held on 14 September 2017.

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CHAIRPERSON