

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 5 AUGUST 2019 AT 10.30AM**

PRESENT: Mr Chris Johnston (in the Chair), Cr Rosanne Jollands, Cr Christine Rankin
IN ATTENDANCE: Head of Economic Development and Business Transformation, Acting General Manager – Taupō Airport, Airport Safety Manager, Economic Relationship Manager, Democratic Services Officer
MEDIA AND PUBLIC: Nil

1 APOLOGIES

TAA201908/01 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Rosanne Jollands

That the apologies received from His Worship the Mayor, David Trewavas and Mr John Funnell be accepted.

CARRIED

2 CONFLICTS OF INTEREST

Nil

URGENT LATE ITEM

The Chairperson, Mr Chris Johnston advised that there was one confidential urgent late item for consideration at the meeting, being Memorandum of Understanding with Operators. He sought approval to add this item to the agenda to be dealt with at the meeting.

TAA201908/02 RESOLUTION

Moved: Cr Rosanne Jollands
Seconded: Cr Christine Rankin

That, pursuant to section 46A(7) of the Local Government Official Information and Meetings Act 1987, the following item be added to the agenda and dealt with at the meeting as it was not available at the time the agenda was circulated, and consideration of the item is a matter of urgency, requiring a decision without delay:

Memorandum of Understanding with Operators

CARRIED

3 CONFIRMATION OF MINUTES

3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 24 JUNE 2019

TAA201908/03 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Rosanne Jollands

That the public and confidential portions of minutes of the Taupō Airport Authority Committee meeting held on Monday 24 June 2019 be confirmed as true and correct records.

CARRIED

4 REPORTS

4.1 TAUPŌ AIRPORT AUTHORITY MONTHLY FINANCIAL REPORT - MAY 2019

TAA201908/04 RESOLUTION

Moved: Cr Rosanne Jollands
Seconded: Mr Chris Johnston

That the Taupō Airport Authority Committee receives the monthly financial report for month ending 31 May 2019.

CARRIED

4.2 UPDATE ON PROVINCIAL GROWTH FUND APPLICATION

The Chairperson thanked the Head of Economic Development and Business Transformation, the Economic Relationships Manager and the Finance Manager for keeping up the momentum on the Provincial Growth Fund (PGF) application; and for ensuring members were well informed.

The Economic Relationships Manager confirmed that the PGF application had been lodged the previous week. She outlined the next steps in the process and advised that a response was not expected until at least mid-September 2019. She added that there was a package of tourism projects being driven by Ruapehu District Council, including projects in Turangi and the Tongariro region, and that the Taupō Airport project may be incorporated into that package.

TAA201908/05 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Christine Rankin

That the Taupō Airport Authority Committee receives the Economic Relationship Manager's update on the Provincial Growth Fund application.

CARRIED

4.3 REVIEW OF TAUPŌ AIRPORT AUTHORITY GOVERNANCE STRUCTURE

Members discussed options for the future governance of the Taupō Airport. The following points were noted:

- The current focus was safety.
- If the Airport land was extended to the north in future, a new focus on development opportunities would be appropriate. What would Council's role in supporting that new focus be?

- The current committee often only received reports at meetings. It did not have “teeth” but members did have the ability to influence. Was this the appropriate level of engagement?
- It was important to have advocates representing the Airport’s best interests and ensuring it was economically sustainable for the community.
- A new terminal would mean the Airport was not so dependent on revenue from its lease sites.

In answer to a question, the Head of Economic Development and Business Transformation advised that the brief provided to the external consultant had been to provide advice on whether the status quo or a more commercial model would be appropriate for the Taupō Airport in future. The Economic Relationship Manager added that the Airport’s business plan would be a relevant consideration if a commercial model was favoured.

- The current structure was workable, but dependent on individuals’ goodwill and attitudes.
- Further discussion would be had at the next Taupō Airport Authority Committee meeting on 16 September 2019, once the consultant’s report had been received.

TAA201908/06 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Christine Rankin

That the Taupō Airport Authority Committee notes the information as discussed.

CARRIED

4.4 GENERAL MANAGER'S OPERATIONS REPORT

The Acting General Manager – Taupō Airport, Kim Gard summarised her operations report for the month of July 2019, with additional points and answers to questions noted below.

- The recently completed 139 recertification audit was the third audit conducted this year.
- Blue passenger walkway lines had been painted on the apron for guidance following a request from Sounds Air.
- The ‘table top’ exercise on 25 July 2019 had been worthwhile and had included discussions on security screening at provincial airports. Local Police were involved in the exercise. The Acting General Manager and the Airport Safety Manager would be attending a meeting later in August with Ministry of Transport representatives to discuss security.
- Air New Zealand staff had had to deal with abusive customers following the new 30 minute prior check-in time.
- Airspace risk management – it was important that Taupō Airport Authority could manage its own airspace risks. An aeronautical study had been requested by and provided to the CAA. The Acting General Manager – Taupō Airport and the Airport Safety Manager would continue to progress the matter.

TAA201908/07 RESOLUTION

Moved: Cr Christine Rankin
Seconded: Cr Rosanne Jollands

That the Taupō Airport Authority Committee receives the General Manager’s Operations Report as presented on August 5, 2019.

CARRIED

4.5 SAFETY MANAGEMENT SYSTEM (SMS) UPDATE

This item was **withdrawn**, as it was no longer required. SMS updates could be incorporated into the Operations Report in future.

4.6 HEALTH AND SAFETY UPDATE**TAA201908/08 RESOLUTION**

Moved: Cr Rosanne Jollands
 Seconded: Cr Christine Rankin

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

CARRIED**5 CONFIDENTIAL BUSINESS****TAA201908/09 RESOLUTION**

Moved: Mr Chris Johnston
 Seconded: Cr Rosanne Jollands

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
Agenda Item No: 5.1 Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee - June 18, 2019	Section 7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public	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 7
Agenda Item No: 5.2 Memorandum of Understanding with Operators	Section 7(2)(i) - the withholding of the information is necessary to enable [the Council] to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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 7

CARRIED

The meeting closed at 11.24am.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee meeting held on 16 September 2019.

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CHAIRPERSON