

ATTACHMENTS

**Taupō Airport Authority Committee
Meeting**

10 August 2020

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**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 22 JUNE 2020 AT 10.30AM**

PRESENT: Mr Chris Johnston (in the chair), Cr Kathy Guy, Cr Christine Rankin.
IN ATTENDANCE: Head of Economic Development and Business Transformation, Head of Democracy, Governance and Venues, General Manager – Taupō Airport, Airport Operations Manager, Manager, Financial Accountant.
MEDIA AND PUBLIC: Nil

1 APOLOGIES

TAA202006/01 RESOLUTION

Moved: Cr Kathy Guy
 Seconded: Cr Christine Rankin

That the apology received from His Worship the Mayor be accepted.

CARRIED

2 CONFLICTS OF INTEREST

Councillor Guy noted that her husband would be a tenant in the Hertz building and was a member of the Gliding Club.

3 CONFIRMATION OF MINUTES

3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 11 MAY 2020

TAA202006/02 RESOLUTION

Moved: Cr Christine Rankin
 Seconded: Mr Chris Johnston

That the minutes of the Taupō Airport Authority Committee meeting held on Monday 11 May 2020 be confirmed as a true and correct record.

CARRIED

4 REPORTS

4.1 TAUPŌ AIRPORT AUTHORITY FINANCIAL REPORTS - MAY 2020

The Financial Accountant noted that the monthly income from landing charges was nil; lease rebates had been approved for four sites; governments wage subsidy had been received and shown under 'Other income'; and that the loss on disposal of assets related to the transfer to council of part of Anzac Drive.

Staff had gone through budgets line by line to minimise expenses.

There were sufficient funds (\$200k) to operate the airport for twelve months with no income.

TAA202006/03 RESOLUTION

Moved: Cr Christine Rankin
 Seconded: Mr Chris Johnston

That the Taupō Airport Authority Committee receives the financial reports for May 2020.

CARRIED**4.2 PROPOSED AMENDMENT TO TAUPŌ AIRPORT AUTHORITY COMMITTEE TERMS OF REFERENCE**

The Airport Safety Committee and Airport User group both provided advice to the airport management of an operational nature, rather than at a governance level.

Consistent with 'best practice' those aspects that were of an operational nature should instead be reported via Taupō Airport Authority (TAA) management to the TAA committee, rather than by a representation on the Committee.

Therefore, members agreed to request that Council amended the Terms of Reference to include an additional business representative on the Committee, to ensure that there was a spread of skills and knowledge at a governance/strategic level. This position would replace the representatives from the Airport Safety Committee and Airport User group.

TAA202006/04 RESOLUTION

Moved: Cr Christine Rankin
 Seconded: Mr Chris Johnston

That the Taupō Airport Authority Committee recommends to Council the following amendments to the Terms of Reference to the Taupō Airport Authority.

- The removal of representatives from the Taupō Airport Safety Committee (1) and the Taupō Airport User Group (1) and include an additional business representative.

CARRIED**4.3 UPDATE FROM THE GENERAL MANAGER**

The General Manager gave an update on on his report. Key points noted were:

- Suggested changes to the Safety Committee would expand the membership of the Safety Committee; reporting would be through the respective airport user's safety managers and better align with best practice.
- The airport was operating at 70% pre Covid19. From 6 July Air New Zealand would be back to 9 flights per day.
- Having one contractor to undertake the various operations rather than multiple contractors would create efficiencies and be more cost effective. The successful contractor would report to the Airport Operations Manager.
- Four tenders had been received and were currently being evaluated for the design of the new terminal. The completed design for the carpark would be integrated as one.
- Development of the masterplan needed to be over a 10 year horizon due to Covid19 and would be easier to implement. A key aspect was to ensure that the masterplan was incorporated into the District Plan process.

TAA202006/05 RESOLUTION

Moved: Cr Kathy Guy
 Seconded: Cr Christine Rankin

That the Taupō Airport Authority Committee receives the update from the General Manager – Taupō Airport.

CARRIED

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4.4 HEALTH AND SAFETY UPDATE

The Airport Manager advised that there was nothing to report.

TAA202006/06 RESOLUTION

Moved: Mr Chris Johnston
 Seconded: Cr Christine Rankin

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

CARRIED

5 CONFIDENTIAL BUSINESS

TAA202006/07 RESOLUTION

Moved: Cr Kathy Guy
 Seconded: Mr Chris Johnston

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 Update on Gliding Incident</p>	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</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 7</p>

CARRIED

The meeting closed at 11.34am.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee Meeting held on 10 August 2020.

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CHAIRPERSON