

ATTACHMENTS

**Taupō Airport Authority Committee
Meeting**

14 September 2020

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Taupō Airport Authority Committee Meeting Minutes

10 August 2020

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 10 AUGUST 2020 AT 10.30AM**

PRESENT: Mr Chris Johnston (in the chair), Cr Kathy Guy, Cr Christine Rankin

IN ATTENDANCE: Chief Executive, Head of Economic Development and Business Transformation, Head of Democracy, Governance and Venues, General Manager – Taupō Airport, Airport Operations Manager, Airport Safety Manager, Construction Programme Manager, Financial Accountant

MEDIA AND PUBLIC: Nil

Note: Agenda item 4.2 was heard before 4.1.

1 APOLOGIES

TAA202008/01 RESOLUTION

Moved: Cr Christine Rankin
Seconded: Cr Kathy Guy

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

CARRIED

Nil

2 CONFLICTS OF INTEREST

Councillor Guy noted that her husband was a tenant in the Hertz building.

3 CONFIRMATION OF MINUTES

3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 22 JUNE 2020

TAA202008/02 RESOLUTION

Moved: Cr Christine Rankin
Seconded: Cr Kathy Guy

That the minutes of the Taupō Airport Authority Committee meeting held on Monday 22 June 2020 be confirmed as a true and correct record.

CARRIED

4 REPORTS

4.1 GENERAL MANAGERS REPORT

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

- Approached by Cheal in relation to the planned development to the northwest of the airfield, an area that would create some issues for the airport. Obstacle Limitation Survey might limit the ability to build or impose height restrictions. Agreed that Cheal could share this internally. Any restrictions should be included as part of the District Plan review.

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- Following consultation with key stakeholders, agreed on 7am to 7pm airport opening hours to provide consistency. This would be reviewed later in the year.
- Maintaining the airport loop road as a private road would protect the airport users, though there was a financial downside. Part of the detail of the masterplan would include obtaining resource consent for the whole road.
- Planning was underway for the bi-annual emergency exercise to be held on 25 August with the emergency services. The exercise would be based on the scenario of a drone impacting with a helicopter, and would also provide a good opportunity for communications regarding the use of drones.
- Passenger and aircraft numbers for July showed an increase from 2019.

TAA202008/03 RESOLUTION

Moved: Cr Kathy Guy

Seconded: Cr Christine Rankin

That the Taupō Airport Authority Committee:

1. Receives the General Manager – Taupō Airport's report.
2. Approves the opening hours for the Taupō Airport of 7.00am-7.00pm, Monday to Sunday.

CARRIED**4.2 UPDATE ON AIRPORT TERMINAL DEVELOPMENT**

The Construction Programme Manager provided a verbal update. Key points noted were:

- Local architects had been engaged along with engineers and quantity surveyor. Initial discussions had moved away from previously developed concepts, based primarily on stormwater issues due to the fall from the apron to the terminal building.
- The proposal was to build the terminal on the southern side by the Hertz office rather than demolish the existing terminal and rebuild on that site. This would reduce the extension to the apron as well as provide significant savings that would be better utilised for the terminal building. In addition, the existing terminal would still be operative during the construction of the new terminal building.

TAA202008/04 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Cr Kathy Guy

That the Taupō Airport Authority Committee receives the information.

CARRIED**4.3 TAUPŌ AIRPORT MASTERPLAN**

The General Manager gave a verbal update. Key points noted were:

- The masterplan was a key document that provided an overview of what needed to happen and the resources required. It needed to detail achievable goals, incorporate current planning considerations, and provide for future development of surrounding land.
- An option was to own the buildings and lease them out.
- Continue in the short term relationship with MOT, especially around operational matters
- A draft would be developed for consideration at the next meeting.

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TAA202008/05 RESOLUTION

Moved: Mr Chris Johnston
 Seconded: Cr Christine Rankin

That the Taupō Airport Authority Committee receives the information regarding commencing a masterplan for the Taupō Airport.

CARRIED**4.4 HEALTH AND SAFETY UPDATE**

The Airport Safety Manager provided a verbal update.

As a result of a review of the Operational Safety Committee, membership had been extended to all the safety managers from the airport's operational entities. This change from the previous membership which comprised business owners only would strengthen the safety culture of the airport as it would operate under a safety management system.

Future reports would focus on risk and mitigation.

TAA202008/06 RESOLUTION

Moved: Cr Christine Rankin
 Seconded: Mr Chris Johnston

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

CARRIED**5 CONFIDENTIAL BUSINESS****TAA202008/07 RESOLUTION**

Moved: Cr Christine Rankin
 Seconded: Cr Kathy Guy

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 Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 22 June 2020	Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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 Receipt of Unconfirmed Minutes of the Taupo Airport Operational	Section 7(2)(d) - the withholding of the information is necessary to	Section 48(1)(a)(i)- the public conduct of the relevant part of the

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& Safety Committee - June 24, 2020	avoid prejudice to measures protecting the health or safety of members of the public	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
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CARRIED

5.1 CONFIRMATION OF CONFIDENTIAL PORTION OF TAUPŌ AIRPORT AUTHORITY COMMITTEE MINUTES - 22 JUNE 2020

TAA202008/C08 RESOLUTION

Moved: Mr Chris Johnston
 Seconded: Cr Kathy Guy

That the confidential portion of the minutes of the Taupō Airport Authority Committee meeting held on Monday 22 June 2020 be confirmed as a true and correct record.

CARRIED

5.2 RECEIPT OF UNCONFIRMED MINUTES OF THE TAUPŌ AIRPORT OPERATIONAL & SAFETY COMMITTEE - JUNE 24, 2020

TAA202008/C09 RESOLUTION

Moved: Cr Christine Rankin
 Seconded: Cr Kathy Guy

That the Taupō Airport Authority Committee receives the Taupō Airport Operational and Safety Committee (unconfirmed) minutes of a meeting held on June 24, 2020.

CARRIED

The meeting closed at 11.27am.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee Meeting held on 14 September 2020.

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CHAIRPERSON