



**I give notice that
a Taupō Airport Authority Committee Meeting will be held on:**

Date:	Monday, 17 April 2023
Time:	10.30 am
Location:	Taupō Airport Anzac Memorial Drive Taupō

AGENDA

MEMBERSHIP

Chairperson	Mr Chris Johnston
Deputy Chairperson	Cr Yvonne Westerman
Members	Mayor David Trewavas Cr Duncan Campbell Mr Chris Grace
Quorum	3

**Julie Gardyne
Acting Chief Executive Officer**

Order Of Business

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4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 27 FEBRUARY 2023

Author: Nicole Turnbull, Executive Assistant

Authorised by: Nigel McAdie, Legal, Risk and Governance Manager

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

1. That the minutes of the Taupō Airport Authority Committee meeting held on Monday 27 February 2023 be confirmed as a true and correct record.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Taupō Airport Authority Committee Meeting Minutes - 27 February 2023

5.1 FINANCE REPORT - FEBRUARY 2023

Author: Nick Frankish, Finance Business Partner

Authorised by: Jeanette Paenga, Finance Manager

TE PŪTAKE | PURPOSE

To receive the Taupō Airport Authority financial reports for February 2023.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the report.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Taupō Airport Authority Financial Report - February 2023

5.2 SAFETY MANAGEMENT

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Taupō Airport General Manager to provide the Taupō Airport Authority (TAA) Committee with a Health and Safety update.

NGĀ KŌRERORERO | DISCUSSION**Safety Management System software**

Members have previously been advised that management is investigating a new software platform to maintain its Safety Management System (SMS) and to better meet all the Airport operational requirements. Management has to date reviewed two SMS software platforms and is proposing to expand this with a visit to other similar sized regional airports in the North Island to view further alternatives.

Airport Safety Group

There was an Airport Safety Group meeting held on 14 February 2023 which was attended by Airport users and TAA management. The minutes from this meeting and any reported accident / incidents will be communicated through the confidential section of TAA Committee meeting.

Training

The requirement to carry out training as part of the Airport's SMS was scheduled for late 2022, however, with priorities being focussed on the closing stages of the Airport redevelopment, the training was postponed and will now be undertaken prior to the end of May 2023.

The SMS training is a requirement under the Civil Aviation Authority (CAA) Rule Part 100 and will be facilitated by the Airport Safety Manager.

Wildlife management

Wildlife continues to be monitored through the Taupo Airport Authority Wildlife Management Plan. The latest CAA quarterly reporting system indicates that at Taupo Airport the incident rate of bird strike is low and trending constant.

Members have previously been informed that management has been liaising with operational staff at other regional airports on wildlife control and investigating alternative methods of managing wildlife, in particular the control of birds with a drone in the operational areas of the aerodrome. Management has been advised that drone usage is proving to be successful in controlling wildlife at other airports and is far more effective than sirens or sonic bangs, as the birds tend to not flock back down again to the ground once the drone has passed.

Therefore, management will investigate further with a proposal to purchase a drone for both wildlife control and aerodrome inspections. Training will be required to ensure staff are competent in drone operations and to comply with CAA regulations Part 101 and 102.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.3 OPERATIONS

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Taupō Airport General Manager to provide the Taupō Airport Authority Committee with an operations update.

NGĀ KŌRERORERO | DISCUSSION**Airside maintenance**

Grass mowing continues to be heavy due to the wet conditions over the summer months and the TDC Parks Team has been working in conjunction with the Airport Grounds Maintenance contractor to keep conditions under control. The cropping contractor has carried out a third harvest and has also commenced further clearance of gorse.

Lichen removal was carried out on the runway, taxiways and apron in October 2022 and again earlier this year. The more recent works failed to remove some of the lichen and the contractor has returned to carry out further works free of charge. As a part of the pavement maintenance plan lichen removal will be scheduled every 1-2 years.

Following a recent runway inspection, it is evident that cracking is appearing on the main sealed runway centre line towards the southern end. Seal banding will be required to the runway centre line and the apron this year to ensure the pavement is maintained and does not deteriorate further. It is proposed to carry out this work in late April utilising a specialist contractor at cost of \$3,650. It is noted that this OPEX is unbudgeted for FY2023 but is necessary to prevent further deterioration over the winter months. The maintenance of the runway markings is the responsibility of Airways New Zealand; however, they have no proposed programmed maintenance at Taupo Airport for the foreseeable future. Therefore, as TAA will be obliterating parts of the centre line marking with the seal banding, it will be TAA's responsibility to replace the markings at a cost of \$1,530. It is noted that this OPEX is unbudgeted for FY2023 but is necessary due to the obliteration of the centre line markings by the seal banding.

Apron markings form part of TAA's assets and, having not been maintained for some time, are showing signs of fading. This was recently highlighted by Sounds Air who indicated that at night the markings were difficult to see. Management has sought costs for repainting the apron markings and have received a quote of \$6,668 from a specialist line marking contractor. Management seek Committee views on the matter as this is a further unbudgeted operational expense during FY2023.

Landside maintenance

The Anzac Memorial Drive Road widening project is well underway with stage 1 complete and stage 2 in progress. This work includes upgrading the streetlights, installing kerb and channel and works to tidy up the pavement around the existing security gate. The aerodrome community is being kept up to date with associated road closures and diversions through regular communication bulletins.

In conjunction with the road improvement project, management has accepted a quote of \$4,000 from the contractor to improve the surface to the road leading to the airside operational area, adjacent the rescue helicopter organisation, by carrying out minor repairs and then chip sealing the surface. The quote also includes the reinstatement of a sunken trench. It is noted that this OPEX is unbudgeted for FY2023 but is being undertaken as the quote was very competitive as there is no establishment costs with the contractor already being on site.

Also, as part of the project, the existing Airport security gate will be extended and fitted with new rollers that will run on a new concrete pad across the widened road. There will be some minor electrical works required but this is not envisaged to be too costly. Management is currently investigating the development of the previous area that was leased to the New Zealand Motor Homes and, in conjunction with the Anzac Memorial Drive upgrade project, stub connections to underground services will be installed to allow future service connections for the development, negating the need to re-excavate the new road. Minor fencing repairs and pot holing have been addressed.

Runway surface condition survey

Members will be aware that management recently engaged AECOM consultants to carry out a runway surface condition survey and that the report highlighted the need for a treatment plan on the runway, taxiways and a portion of the apron.

Preparation works include cleaning the shoulders of the runway and lichen removal prior to the surface treatment which will extend the life of the runway at an estimated 10% of the cost of a full runway overlay. While yet to be quoted and confirmed, the surface treatment is estimated to be circa \$600k, although there may be alternatives which could be more cost effective.

TAA will engage with pavement specialists to estimate the cost for the surface treatment which will also include the two taxiways and part of the apron. The work is being proposed for FY2025 and TAA will also seek a contribution from the Ministry of Transport as the joint venture partner. Members will be updated in due course.

Obstacle Limitation Survey 2020

An Obstacle Limitation Survey is conducted every five years in compliance with a requirement of the CAA Rule Part 139 certification. The survey identified four parcels of land with trees encroaching or nearing the flight approach paths.

Further to previous discussions at Committee, management has now met with all the landowners of the trees that are currently protruding into the flight path zone and estimates are being sought to either crop or remove the trees. The areas concerned are owned by the Department of Conservation, Land Corp Farming Limited, Wharewaka East Limited and Taupo District Council.

Management believes that there needs to be cost sharing approach to this issue between TAA and the landowners and, as the work progresses and costs become more apparent, this will be communicated to the TAA Committee. Further, there may be an opportunity to seek a contribution from the Ministry of Transport as the joint venture partner.

Turangi Airfield

A question has recently been raised as to the future leasing arrangements between the Council and the owners of the land on which the Turangi airfield is sited.

The airfield is leased by Taupo District Council and the Council in turn leases the airfield to the Turangi Aero Club. TAA management carry out quarterly inspections of the airfield and the ground maintenance is undertaken by the Council's Parks Department.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.4 TERMINAL REDEVELOPMENT PROJECT

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Taupō Airport General Manager to provide the Taupō Airport Authority Committee with an update on the Terminal Redevelopment Project.

NGĀ KŌRERORERO | DISCUSSION

The new terminal is now fully functional and was officially opened on 9 March 2023 by Rt Hon Chris Hipkins, Prime Minister of New Zealand and Hon Kiri Allan, Minister for Regional Development and Associate Minister of Transport.

The terminal has been well received by the local community and the wider Taupo district and has recently been short listed for the 2023 Waikato & Bay of Plenty Architecture Awards.

It was previously reported to Committee members that following a number of late work items which were either not considered at the design stage or due to additional scope creep, that costs have exceeded the budget by circa \$480k. A report was submitted to Council and funding for the variance was approved.

Management is currently liaising with the Ministry of Transport with regards a contribution towards the project overspend.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.5 TENANTS AND LEASES

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the General Manager Taupō Airport and the Taupō Airport Operations Manager to provide an update to the Committee on the tenants and leases.

NGĀ KŌRERORERO | DISCUSSION**Area adjacent Anzac Memorial Drive (former New Zealand Motor Caravan Association leased site)**

The high-level Airport Master Plan, developed in late 2020, earmarked this area as Zone F to be developed for light industrial growth to boost commercial revenue for the Airport, with less reliance on aviation related activities.

Management engaged a consultant early in the New Year to carry out a topographical drone survey of the parcel of land and has now received a market valuation from Telfer Young. This market valuation divides the site into various lot sizes and gives two valuations – one based on the present available services and one with all services installed to site boundaries.

An access road into the area already exists but, with regards existing services, there is only a water supply of limited pressure. To fully develop the area, management believes that full services, including an upgrade to the existing water supply, power, storm water and sewerage will need to be installed, the costs of which will be recovered through tenant leases.

As previously noted in the report, management has discussed the matter with both TDC and the contractor for the Anzac Memorial Drive Road widening project, and stub connections for underground service will be installed as part of the project at the intersection with the site access road. This will avoid any disturbance to the newly constructed main road in the future. At this stage management has one confirmed tenant for the area who has indicated that an area of approximately 1,500m² will be required. Negotiations are in progress and a draft lease is currently with the tenant.

Prospective Airport tenant

Following a meeting between management, representatives from TDC and a prospective tenant to ascertain the tenant's needs as a commercial aviation operator, Telfer Young has carried out a valuation of the intended location, which is located within an area in the Airport Master Plan designated for helicopter operations. The area is approximately 5,000m² in size and is adjacent to an existing leased site.

The valuation is currently with TDC's Property Team for assessment and, as the land in question is currently under the ownership of the Council, they will be contacting the prospective tenant directly regarding leasing arrangements. As the land surrounding the Airport is zoned industrial any new leases will need to meet the appropriate consenting rules.

Terminal leases

New leases for all the tenants in the new terminal building have been drafted and are currently with the tenants for signing. These are as follows:

Airlines:

- Air New Zealand
- Sounds Air

Café:

- Lil Something

Car Rentals:

- Avis
- Budget
- Hertz
- Ezi
- RAD

The rentals have been determined with the assistance of Telfer Young who carried out a market valuation late in 2022 which considered rentals at other regional airports around the country.

All the leases now incorporate a Green Lease Schedule which is basically an agreement that all the tenants will work with TAA to promote energy efficiency and minimise the environmental impact of the use and occupation of the terminal.

Even though the new terminal became operational in February, the lease commencement date in all cases has been set at 1 April 2023, with the old lease rates continuing until then. This was seen as a good compromise during the establishment of working out of the new building and considering that construction works for the car park were continuing and the demolition of the old terminal being carried out during March.

Lease default

At the previous committee meeting, members were informed that an existing land lease tenant was in breach of the lease conditions having not paid any rent for a period of 12 months, despite repeated requests to settle the account. The matter was referred to the Council's legal team, however, management and the Council's finance team came to an arrangement with the tenant for an extended deadline for payment. This was duly met by the tenant and all debts have now been settled with no further action to be taken.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.6 PASSENGERS AND AIRCRAFT MOVEMENTS

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

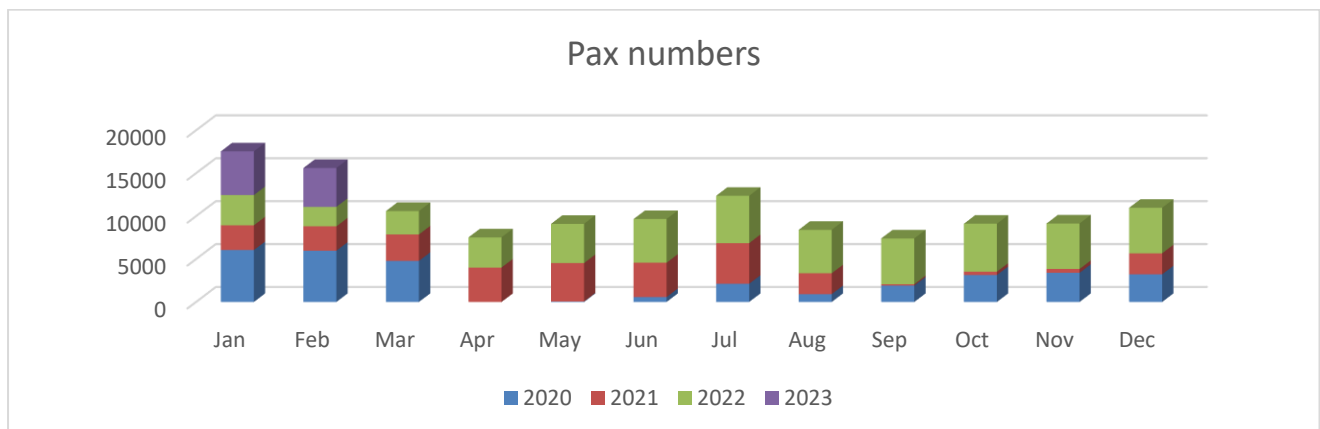
TE PŪTAKE | PURPOSE

For the General Manager Taupō Airport and the Taupō Airport Operations Manager to provide an update to the Committee on the passenger and aircraft movements.

NGĀ KŌRERORERO | DISCUSSION

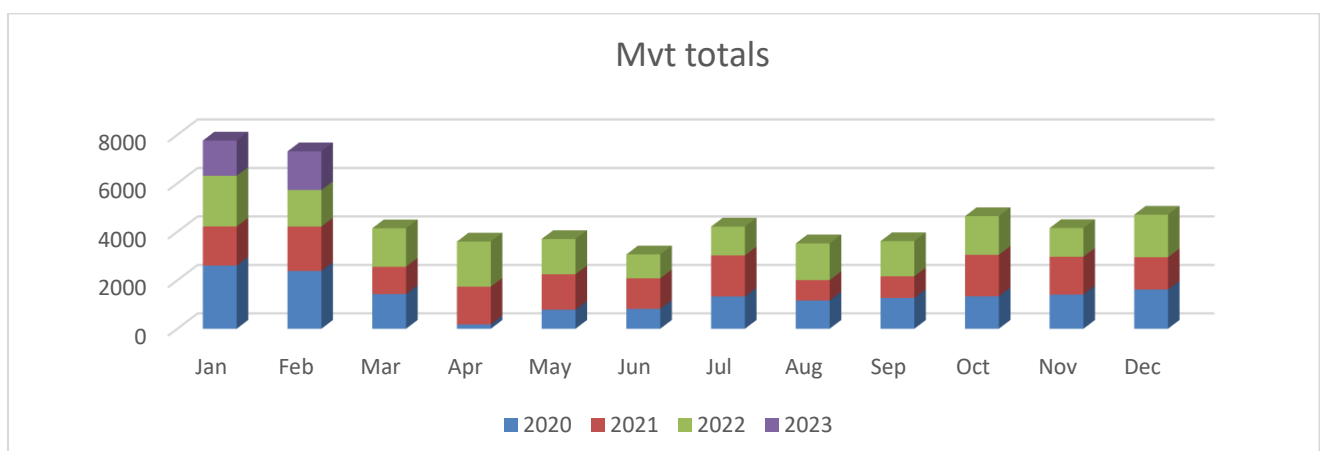
Passenger numbers for Air New Zealand are continuing to improve with average load factors on the Taupo – Auckland sector for the past three months at 80%. However, Sounds Air who operate the Taupo – Wellington sector, has been struggling to achieve an average over the same period of only 60%, representing only five passengers per sector flight. With such a low market demand on the Taupo – Wellington sector, it would be hard to justify any increase in aircraft size.

Passenger number totals since 2020:



Based on the results to date for FY2023 it is anticipated that the total number of passengers for the whole of the current financial year will be between 62,000 and 63,000.

Aircraft movement totals since 2020:



General aviation numbers are improving, especially with the high increase in jet charter traffic and the recovery of the local operator's sky diving and parachuting business.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the item.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.7 PUBLIC CAR PARKING

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Airport General Manager to provide the committee with an update on the public car parking.

NGĀ KŌRERORERO | DISCUSSION

Following a series of unforeseen delays, the new car park charging regime was finally implemented during week commencing 6 March and to date revenue is matching the budget figures.

There has been teething problems associated with the positioning of the number plate recognition cameras which in turn has meant that vehicles trying to exit the car park have not been correctly identified on entry, causing issues with payment. However, these have been quickly resolved by the car park management team who are on hand via an intercom at each exit and at the pay station. This service will eventually be switched to the Airport Operations team.

Signage has been installed on the entry barrier arms and columns advising public that the system is ticketless and operates through number plate recognition.

In general, charging for parking at the Airport has been well accepted by most users and, following collection of parking data over the next 12 months, management will be able to get a better understanding of parking characteristics at the Airport and whether a review of the charges is necessary.

Management is concerned that members of the public may try and park outside of the car park to avoid paying the charges, therefore, as far as is reasonably practicable, areas outside of the main car park will be barriered off through bunding, fixed objects (posts and rocks) and signage.

This will encourage the public to only utilise the new facility, however, the situation will be monitored to see if any non-conforming issues arise.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.8 AERONAUTICAL CHARGE REVIEW 2022

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Taupō Airport General Manager to provide the committee with an update on the Aeronautical Charge Review 2022.

NGĀ KŌRERORERO | DISCUSSION

As a recap management has been working with aviation consultant Peter Seed over the past several months to establish new aeronautical charges with the last review dating back to 2014. It is noted that the total aeronautical charges are based on the two components of regular passenger transport charges (commercial airlines) and general aviation (GA) landing fees. The current method of charging for regular passenger transport at Taupo Airport is based on two elements:

1. A fixed fee for the aircraft to land based on the total number of aircraft seats
2. A terminal charge per passenger

The new pricing proposal combines these two charges into a single fee per passenger movement – a passenger movement is a landing or take off. This method is adopted at most regional airports and offers a fairer approach for both airport and airline.

An initial pricing proposal was presented to TAA's substantial customers (Air New Zealand and Sounds Air) in September and, following comments received from the airlines, a revised pricing proposal was put forward by management which was subsequently agreed to by Air New Zealand and Sounds Air. In compliance with the revision of the aeronautical charges, a briefing paper has been submitted by management to the Ministry of Transport in mid-March for review and approval.

Management is proposing to set the new regular passenger charges as from 1 April 2023 and will keep Committee members up to date with progress. Management is also proposing to review the second component of aeronautical charges, fees for general aviation users, and another briefing paper will be written and submitted to the Ministry for their review and approval following the consultation process with the general aviation community.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.9 CIVIL AVIATION AUTHORITY RULE PART 139 CERTIFICATION

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTEAKE | PURPOSE

For the Taupō Airport General Manager to provide the Taupō Airport Authority (TAA) Committee with an update on the Civil Aviation Authority Rule Part 139 Certification.

NGĀ KŌREROERO | DISCUSSION

As holder of the Aerodrome Operator Certificate (AOC), TAA is responsible for meeting all aviation operations and health and safety obligations under CAA Rule Part 139 and Part 100, including the ongoing management of an Airport Safety Management System (SMS).

TAA's General Manager is designated on the AOC as the Aerodrome Chief Executive, having direct accountability to the CAA and, together with the Operations Manager and Safety Manager, are all classed as Senior Persons in line with the Rule.

The current AOC is due to expire on the 28 July 2023 and TAA management will submit an application to the CAA for a five-year renewal of the certificate in April. This will entail a complete review of the Aerodrome Exposition consisting of the following manuals to ensure CAR Part 139 / 100 processes are applied, working and effective. This will be followed by a comprehensive audit to be undertaken by the CAA:

- Operations
- Safety Management System
- Emergency Response

As part of the recertification all three Senior Persons will be required to submit applications for renewal of the designation.

NGĀ KŌRERORERO | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

ATTACHMENTS

Nil

5.10 TAUPŌ AIRPORT AUTHORITY WEBSITE DEVELOPMENT

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTEAKE | PURPOSE

For the Taupō Airport General Manager to provide the Taupō Airport Authority (TAA) Committee with an update on TAA website development.

NGĀ KŌREROERO | DISCUSSION

Following the low scale rebrand for the Airport redevelopment project, the TAA website is next in line for a refresh having not been updated for some time. Management is currently working with Taupō District Council communications team on the upgrade to the website to give it a more modern and appealing look.

NGĀ KŌRERORERO | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

ATTACHMENTS

Nil

5.11 NEW CIVIL AVIATION BILL

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Airport General Manager to provide the committee with an update on the new Civil Aviation bill.

NGĀ KŌRERORERO | DISCUSSION

Members may be aware that over the last 10 years the Government has been working on combining two Statutory Acts, the Civil Aviation Act 1990 and the Airport Authorities Act 1966, into one new Act called the Civil Aviation Bill, which modernises the previous two Acts and strengthens aviation security rules

This has finally been passed by Parliament and will now proceed to Royal Assent in order to become law. The NZ Airports Association has lobbied Government on behalf of airports around New Zealand and has been successful in gaining amendments to the Bill that will better suit the airport industry.

The next stage will be a regulation development and implementation process progressed jointly by the Ministry of Transport and Civil Aviation Authority and it is intended that the new Bill will have a transition implementation period of 24 months.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.12 NZ AIRPORTS STAKEHOLDER SESSION

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

For the Airport General Manager to provide the committee with an update on the NZ Airports Stakeholder session.

NGĀ KŌRERORERO | DISCUSSION

Management recently attended the annual strategic briefing organised by the NZ Airports Association which brought together airports, local government, and industry leaders to discuss key issues for national and regional connectivity. Returning after a few years' hiatus due to the COVID-19 pandemic, this year's event covered two key topics:

- The resource management reforms and the opportunities and challenges for airports and local authorities.
- Decarbonising aviation and the scenarios and decisions ahead for national and regional airport infrastructure.

Both topics were discussed in good detail by the two panels of leading executives with challenging questions from the assembled audience.

This was followed in the evening with a Parliamentary reception hosted by the NZ Airports Association at which the keynote speakers were the Chair of the NZ Airports Association and Chief Executive Officer of Wellington Airport, Matt Clarke and Hon Kiri Allan, Minister for Regional Development and Associate Minister of Transport. The evening provided a great networking forum.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.13 MOT JOINT VENTURE**Author:** Wayne Wootton, General Manager Taupō Airport**Authorised by:** Andrew Moraes, General Manager Operations and Delivery**TE PŪTEAKE | PURPOSE**

For the General Manager Taupō Airport to provide an update to the Committee regarding the Ministry of Transport (Moot) Joint Venture.

NGĀ KŌREROERO | DISCUSSION

Members will be aware that Taupo Airport is administered by Taupo District Council, trading as Taupo Airport Authority, pursuant to a Joint Venture Deed between TDC and the MoT (representing the Crown). This deed is dated 13 August 1973 and requires an overall to bring it up to date.

There are currently five Joint Venture airports which all have a similar Deed agreement but with varying Terms and the MoT now wishes to standardise and update the agreement with the five airports:

- Taupo
- Westport
- Whakatane
- Whanganui
- Whangarei

In early 2022 the MoT approached the JV airports with the proposal to draw up a new Deed and included an updated Term Sheet for discussion. The JV airports jointly engaged a lawyer to review the Terms Sheet and, following discussions between the JV airports, a combined response was submitted back to the MoT. Following a review by the MoT lawyers, in late January 2023 all the JV airports received a revised Terms Sheet from the MoT which more or less captured the feedback from the response to the initial MoT approach.

A meeting was held in March 2023 between the MoT and representatives from all of the five JV airports to discuss the Deed revisions and this has resulted in further work being required by the MoT to mitigate concerns that have been raised. The MoT are keen to finalise the new Deed prior to the General Election later this year and have suggested the following timeline:

Activity	Timing – by week ending:
Discuss draft term sheet with JV airports (29 Mar after NZ Airports Assn meeting)	31 Mar 2023
Finalise term sheet with each JV airport	5 May 2023
MoT converts term sheet into draft deed	2 Jun 2023
Obtain comments from JV airports on draft deed	23 Jun 2023
Establish JV airport specific requirements that need to be reflected in the schedule to the draft deed	7 Jul 2023
Circulate specific draft deed and schedule to each JV airport and seek final comments	28 Jul 2023
Finalise each deed and specific schedule for execution with relevant JV airport	25 Aug 2023
Councils execute deeds	6 Oct 2023
MoT executes deed	6 Oct 2023

Members will be kept up to date as the process continues.

NGĀ KŌRERORERO | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

ATTACHMENTS

Nil

5.14 SECURITY FENCING

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTEAKE | PURPOSE

For the Taupō Airport General Manager to provide the Taupō Airport Authority (TAA) Committee with an update on the security fencing.

NGĀ KŌREROERO | DISCUSSION

The old terminal building has been demolished and the area is now fenced on a temporary basis to prevent unauthorised access to the apron.

Taupo Airport is not currently security designated, however, if Aviation Security were to bring Taupo in line with other Tier 2 regional airports (i.e., New Plymouth, Palmerston North) then TAA would have to install a 2.44m high security fence for 300m either side of the new terminal, together with at least one security access gate.

Therefore, whilst the requirement for Tier 2 security may not be required for some time, management is concerned about safety and unauthorised access to the apron and, especially with the high number of jet charters using the Airport, is proposing to install a length of security fence to cover the area to the north of the new terminal.

This fence will 68m in length and fully compliant at 2.44m high with secure pedestrian and vehicular access gates. The work will cost \$33,000 and will be completed once the baggage make-up building adjacent the new terminal has been constructed.

Management has approached the MoT, as the JV partner, for co-funding of this project and the Ministry has agreed a 50% contribution.

NGĀ KŌRERORERO | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

ATTACHMENTS

Nil

5.15 AIRPORT SAFETY GROUP MEETING MINUTES - FEBRUARY 2023

Author: Kim Gard, Airport Operations Manager

Authorised by: Wayne Wootton, General Manager Taupō Airport

TE PŪTAKE | PURPOSE

For the Airport Operations Manager to provide the Taupō Airport Authority Committee with an Aviation Safety update from the Airport Safety Group Meeting.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Airport Safety Group Meeting Minutes - February 2023