

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

Date:	Monday, 11 September 2023
Time:	10.30am
Location:	Conference Room Taupō Airport Anzac Memorial Drive Taupō

AGENDA

MEMBERSHIP

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

Julie Gardyne
Chief Executive Officer

Order Of Business

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4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 26 JUNE 2023

Author: Shainey James, Governance Quality Manager

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

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

1. That the minutes of the extraordinary Taupō Airport Authority Committee meeting held on Monday 13 February 2023 be confirmed as a true and correct record.
2. That the minutes of the Taupō Airport Authority Committee meeting held on Monday 26 June 2023 be confirmed as a true and correct record.

It has come to our attention that the minutes of the extraordinary Taupō Airport Authority Committee meeting held on 13 February 2023 have not yet been confirmed as a true and correct record. The minutes are therefore included on this agenda for confirmation.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Taupō Airport Authority Committee Extraordinary Meeting Minutes - 13 February 2023
2. Taupō Airport Authority Committee Meeting Minutes - 26 June 2023

5.1 OPERATIONAL UPDATE

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 an operational update on the following topics:

- Safety Management System software
- Airport Safety Group
- Passengers and aircraft movements
- Training
- Wildlife management
- Airside
- Landside
- Terminal
- TAA website development and brand refresh

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

Members have previously been advised that management has been investigating a new software platform to maintain its Safety Management System (SMS) and to better meet all the Airport operational requirements.

The chosen software package, whilst being much more financial competitive, does have some issues with incorporating the detail of the Civil Aviation Rule Part 139 certification system. The supplier is testing amendments to the software and management will continue to review the system as it evolves.

Airport Safety Group

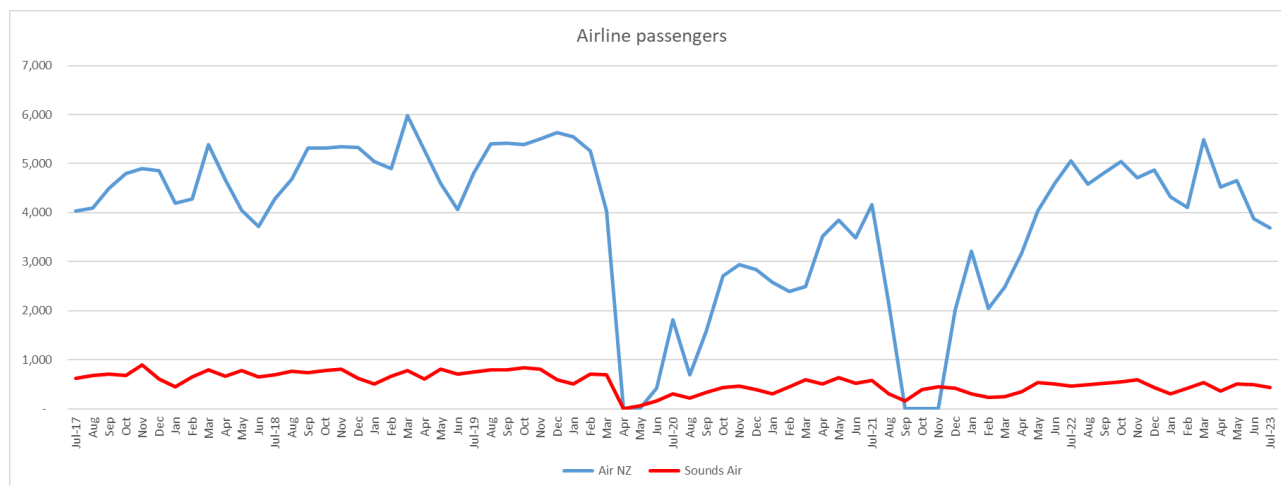
An Airport Safety Group meeting was held on 9 August 2023 which was attended by the Airport users and TAA management.

Minutes of the meeting are attached for reference (Attachment 1) and we note that there are no ongoing investigations required to be reported through the Confidential section at the end of this meeting.

Passengers and aircraft movements

Passenger numbers for the first month of the new financial year were disappointing at 25% less than July 2022. This was due in the main to cancelled flights with the weather playing a major role and load factors for both Air New Zealand and Sounds Air being lower than of recent.

Passenger numbers per month (July 2017 to July 2023)



Interestingly the number of charter aircraft using Taupō has increased and the first seven months of 2023 have seen more flight movements than the whole of 2022.

Training

The Operations Manager attended Conflict Resolution training via a two-day course held in Hamilton which was facilitated by the Employers and Manufacturers Association – the training was well received.

Management organised defibrillator training on 20 July 2023 for terminal tenants and the wider aerodrome community. This was facilitated by the Rescue Helicopter Services, who are based at Taupō Airport, and was well attended with a cross-section of local airport people.

A representative from the Information Technology (IT) department at Taupō District Council held a security course in the airport conference room for Council employees and associated Council Controlled Organisations (CCOs) highlighting the rising issues with email fraud and why vigilance around receiving and opening unknown emails is so important.

Following the training session, all participants completed an online training session organised by an Australian company called Phriendly Phishing.

Wildlife management

According to Civil Aviation Authority (CAA) statistics for the second quarter of 2023, bird strikes at Taupō Airport remain low and, in comparison to other regional airports, are actually trending down.

Wildlife continues to be mitigated through collective measures. These include daily runway sweeps, the long grass policy, and culling. Continued assessment of the local environment including deterring wildlife habitats help to keep wildlife numbers down to a minimum.

As previously advised to Committee members, management is investigating a proposal to purchase a drone for both wildlife control and aerodrome inspections. However, this may have to be budgeted at a later date as the training required to ensure staff are competent in drone operations and to comply with CAA regulations Part 101 and 102 is very expensive. With the training costs added to the purchase of the drone, a budget figure of between \$15k and \$20k would have to be allowed.

Management will continue to explore options and will review this for the Airport’s FY2025 budget.

Airside

Management visited Rotorua Airport in mid-August and, amongst other areas of interest, viewed recent runway surface treatment works similar to what will be required to Taupō Airport’s main sealed runway within the next two to three years. This is also referred to in item 5.4 on this agenda - Master Planning Update including the District Plan and Long-term Plan.

While the application was only applied to sections of the runway, it did provide management with a visual overview of the same treatment that will be required at Taupō and the process of how the treatment is applied.

A survey has been carried out by a consultant to establish turn pad markings at each end of the main sealed runway 17/35. These markings have to be installed at the thresholds to meet a recommendation from the CAA audit 2022.

Management is waiting for warmer weather to carry out the works as this will allow the paint to meet application specifications and for the installation to be carried out after the last scheduled flight of the day. The runway will be closed for the duration of the works.

With wetter weather leading into the winter months, signs of lichen and fungi have been observed in patches on the apron, taxiways and runway. Management is currently working with the Airport's grounds maintenance contractor to trial products to remove the plant matter.

Grass mowing and cropping works have been quiet over the winter months due to the cooler temperatures and reduced growth.

Landside

Following the completion of the ANZAC Memorial Drive road widening project, the contractor has been carrying out remedial tasks for TAA. This includes a chipseal surface to the access to the security gate entrance adjacent to Helicopter Services, resealing the Electric Vehicle (EV) station car parking area, extending bunding with plantings, the installation of a fence, creating a swale to drain water and further airport roading repairs.

The installation of the new streetlights is yet to be completed but, overall, the project has created a much smarter entrance to the Airport, ensuring a more seamless traffic flow.

The planned terminal power shutdown on 6 June 2023 after the last scheduled flight went smoothly. The exercise demonstrated that in the event of an unplanned power outage the emergency generator will provision for the operations in the terminal building and Air BP fuel pumps, and will provide TAA with business continuity.

The new grounds maintenance contract has now been in operation for six months and the benefits are now being seen with the terminal gardens being kept to a very high standard and looking good. Further mulching is programmed to ensure presentation is well maintained.

Following the completion of the ANZAC Memorial Drive widening project, both of the security gates are now in operation with modifications having to be made to the security gate adjacent to the Rescue Helicopter hangar to cater for the road widening.

Management consider that it would be advisable to install two new security cameras, one at each of the security gates on ANZAC Memorial Drive and link them to the new software installed as part of the terminal redevelopment project.

Management propose to review the Airport finances towards to the end of the FY2024 to see if funds are available to purchase and install the equipment.

Terminal

Management is preparing a terminal building services maintenance contract for when warranties expire in February 2024.

Through a security provider an additional three security cameras have been purchased and installed in the new terminal building. The cameras provide better visibility in the location of the boarding scanner, vehicle rental counters and apron coverage.

TAA website development and brand refresh

Following the low scale rebrand for the Airport in conjunction with the terminal redevelopment project, a refresh of the TAA website has now been completed by the Council's communications team.

Management is currently waiting for the proposed go-live date, which is anticipated by mid-September 2023.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receives the operational update report from the General Manager.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the operational update report.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Airport Safety Group Minutes 9 August 2023

5.2 FINANCE UPDATE

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

To receive summary finance reports for the following:

- period ended 31 July 2023;
- financial year ended 30 June 2023; and
- 2024-2026 Statement of Intent.

NGĀ KŌRERORERO | DISCUSSION**Period ended 31 July 2023**

The Summary Finance report for the period ended 31 July 2023 is attached (Attachment 1).

A more detailed discussion on the results for the period ended 31 July 2023 will take place during the Confidential section at the end of this meeting.

Financial Year 2023 Results

The Summary finance report for the year ended 30 June 2023 is attached (Attachment 2).

A more detailed discussion on the FY2023 finances will take place during the Confidential section at the end of this meeting.

Financial Year 2024 to 2026 Statement of Intent

Following the June Taupō Airport Authority (TAA) Committee meeting, the Statement of Intent (SOI) for the period July 2023 to June 2026 was forwarded to Taupō District Council as per the Local Government Act 2002 requirement for a Council Controlled Organisation.

Confirmation has been received from the Council of receipt of the SOI which has now been sent to the Ministry of Transport as the Joint Venture partner.

The SOI has also been released as a [public document](#).

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receives the finance update from the General Manager.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee

1. receives the summary finance report for the period ended 31 July 2023;
2. receives the summary finance report for the year ended 30 June 2023; and
3. notes that the Statement of Intent for the period July 2023 to June 2026 has been released as a public document.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Summary finance report period ending 31 July 2023
2. Summary finance report year ended 30 June 2023

5.3 CIVIL AVIATION AUTHORITY UPDATE

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 an update on the Civil Aviation Authority (CAA) covering the following topics:

- CAA Part 139 recertification
- 2023 Emergency exercise
- Obstacle Limitation Surface (OLS) survey

NGĀ KŌRERORERO | DISCUSSION**CAA Part 139 recertification**

As holder of the Aerodrome Operator Certificate (AOC), Taupō Airport Authority (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 AOC is renewed every five years and TAA underwent a two-day audit by the CAA in early July 2023 at which there was a complete review of the Aerodrome Exposition manuals and the conducting of Senior Person interviews.

There were two minor issues that arose, and both of these were quickly resolved by management and fully accepted by the CAA.

Taupō Airport was successful with the audit and the AOC has been renewed for another five years with a new expiry date of 28 July 2028.

The renewal process has been quite drawn out this time with the CAA requesting a lot of information and in-depth Senior Person interviews, however, all worked out well in the end which is a testament to the great effort by the small management team.

2023 Emergency exercise

In accordance with CAA Rule Part 139 certification, Taupō Airport is required to conduct an annual emergency exercise – alternating between a desktop and full emergency exercise.

For 2023 a full emergency exercise is being planned for 26 September at 10:00am. The exercise is designed to test and evaluate the TAA Emergency Response Plan (ERP) in a practical application and includes the response and co-ordination of all the emergency agencies.

Business continuity in such an event and the capabilities from all participants are tested and reviewed. Each agency participating in the exercise is encouraged to utilise their staff to seek to improve knowledge of the ERP and its components, ensuring good communication between agencies is achieved.

The exercise will be as realistic as possible, necessitating the need for aircraft props and people who will be made up to represent serious injuries as would be expected in a real-life situation.

For the duration of the exercise (two hours) the grass runway 10/28 will be closed and this will be communicated to the aerodrome community with a Notice to Air Missions (NOTAM) being issued.

Obstacle Limitation Surface (OLS) survey

Members will be aware that following the Obstacle Limitation Survey carried out in accordance with the airport's CAA Part 139 compliance, four parcels of land were identified with trees protruding through or nearing the Obstacle Limitation Surface (OLS).

The areas concerned are owned by the Department of Conservation (Botanical Gardens), Land Corp Farming Limited, Wharewaka East Limited and Taupō District Council.

To date Wharewaka East Limited and Land Corp Farming Limited have responded to management with costings to remove the trees and the Taupō District Council parks team have been proactive and taken down the tree on Council land that was highlighted in the OLS survey.

Management has recently been in discussion with Aeropath, which is an independent company owned by Airways New Zealand and who are specialists in Aeronautical Information Management and flight procedure design services.

Aeropath has undertaken a very high-level review of the detail of the OLS survey as it relates to the Botanical Gardens and has confirmed that, even though there are no issues with their stipulated Visual Segment Surface (the relevant approach path and published climb gradient), there is a problem with up to ten trees that protrude through the OLS and take-off climb surface, confirming the results of the survey.

In essence the criteria as set by Aeropath relates to how an aircraft approaches and departs from the airport but the limitation of protrusions through the OLS is a CAA compliance requirement under the Airport's Part 139 certification, , Appendix D – Obstacle Restriction and Removal.

Management has again corresponded with landowners, Land Corp Farming Limited and Wharewaka East Limited, to gain a better understanding of the time frames around the removal of trees as a normal course of action for the landowner.

To note, the CAA Part 139 certification stipulates that the OLS survey is carried out every five years with the next one due in 2025.

Committee members will be updated in due course.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receive the information regarding the Civil Aviation Authority.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the Civil Aviation Authority update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.4 MASTER PLANNING UPDATE INCLUDING THE DISTRICT PLAN AND LONG-TERM PLAN

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 an update on Master Planning as follows:

- District Plan
- Taupō District Council Long-term Plan (LTP)
- Taupō air transportation study
- Air New Zealand – next generation aircraft project

NGĀ KŌRERORERO | DISCUSSION**District Plan**

Management has previously raised concerns as to the current information in the Taupō District Plan relating to the airport.

Currently the airport is zoned industrial which allows development in relation to both aeronautical and non-aeronautical businesses. Further, there is a lack of detail around rules for activities sensitive to airport noise or compliance with the aerodrome operating certificate.

Management has now engaged two consultancy companies to assist with reviewing the current situation, one to look at the planning side and one to work through any technical issues. From the results management and Council can then decide on the best way forward in protecting the Airport operations.

Committee members will be updated in due course.

Taupō District Council Long-term Plan (LTP)

In accordance with requirements for the Council's LTP, management has submitted two capital projects for construction during the next 10-year period.

1. Apron extension

The project consists of the construction of a 3,000 square metre concrete extension to the south of the existing apron complete with ground lighting and aircraft guidance markings to the new and existing apron areas. Upgraded and additional floodlighting is also to be installed to maintain security to parked aircraft.

This project was originally programmed to be constructed as phase 4 of the terminal redevelopment but due to a revised estimate for the works being substantially higher than the initial price, the works were postponed.

Council and the TAA have been in consultation with the Ministry of Business, Innovation and Employment (MBIE) over the terminal redevelopment project funding and an agreement has been reached, whereby, the apron extension project is now to be constructed as a separate project. However, this needs to be completed by January 2025 at the latest to enable Council to receive the final tranche of the shovel ready project funding for the terminal.

The project estimate of \$1.5m has been submitted as part of the LTP process and management have written to the Ministry of Transport (MoT) with regards a contribution towards the cost.

2. Runway surface treatment

During the 2022 runway surface condition survey, the consultant recommended that the runway receive a surface treatment to extend the life of the pavement. Keeping the main sealed runway operational is critical for the safe and efficient operations of the Airport and to do nothing would result in the runway having to be patched and completely resurfaced within two to seven years.

The investment in this project will allow the Airport to maintain the main sealed runway and extend its useful life by up to a further ten years or more at a fraction (10%) of the cost of a complete resurface.

The project estimate of \$800k has been submitted as part of the LTP process and management have written to the MoT with regards a contribution towards the cost.

Taupō air transportation study

Management has recently been approached by Amplify, the economic development agency for Taupō District Council, in relation to assistance with a research project that the agency is proposing to investigate.

The project is to deliver a detailed assessment of airport transportation and mobility in the Taupō district from both a quantitative and qualitative perspective with the aim being to provide an in-depth analysis of existing airport supply and demand, current movement patterns, barriers to use and assess future trends.

Amplify have engaged an experienced aviation consultant to carry out the work in conjunction with the Airport, Taupō District Council and Destination Great Lake Taupō to investigate and report back on airport transportation in and out of the region.

The first stage is to hold a key stakeholder session followed by a meeting with local businesses in mid-October. In the meantime, management is working closely with the consultant on a fact-finding exercise looking at past and future aircraft movements.

Committee members will be updated in due course.

Air New Zealand – next generation aircraft project

Management has recently received information relating to a project that Air New Zealand is working on with the advancement in technology of sustainably powered aircraft.

The airline launched the 'Next Gen Aircraft' project in November 2022 and this is a project which sets out a vision of working towards operating a fleet of next generation aircraft from 2030. To enable this, significant change must occur across the aviation industry, from regulations and airport infrastructure to social licence and renewable energy growth.

Waiting for aircraft technology to be fully ready before the advancement of the change process is not really an option and Air New Zealand want to commence change now.

To advance this pace of change, in 2026 the airline will aim to fly the first next-generation aircraft as a commercial demonstrator. This will not be a 50-seat aircraft flying the length of New Zealand but is likely to be a small plane, starting on short routes.

This is something that Air New Zealand cannot accomplish alone; therefore, they are asking that airports join forces with them to deliver this critical work programme.

The initial stage is for airports to submit a generalised expression of interest (EOI) and a willingness to work on the project with Air New Zealand from which a shortlist of airports will be chosen to go forward to stage 2. At this stage each shortlisted airport will put forward a more detailed proposal on how they believe they are best placed to work with the airline on the journey.

The final stage will be the successful announcement of the two airports that will work alongside Air New Zealand to make sure developments and key insights can be open sourced with regular dialogue to ensure all airports across New Zealand are in a position to scale new infrastructure when the wider fleet replacement commences after 2030.

In the EOI process the airport has to stipulate whether they are a Primary or Destination airport with each case having to meet minimum criteria. At Taupō Airport we have no rescue fire operation or air traffic control and do not meet the required minimum for a Primary airport, therefore, our submission will be as a Destination airport.

Airports can also link in with other airports to form a joint venture submission, however, management feel that this would limit Taupō to one flight sector only. To submit as just a Destination airport would open up opportunities to serve a larger number of Primary airports.

The deadline for the EOI submission is 12 September 2023 and the shortlisted airports will be notified during November with the request for proposal commencing towards the end of 2023. Following a final review process Air New Zealand will announce the two successful airports mid-2024.

A non-disclosure agreement has been signed between Taupō airport and Air New Zealand so the finer details of the project cannot be discussed, however, management will be working closely with Council, Amplify and local energy producers on the EOI submission.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receive the master planning update.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the master planning update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.5 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 (TAA) Committee with an update on the Terminal Redevelopment Project.

NGĀ KŌRERORERO | DISCUSSION**Baggage make-up extension**

At the project design stage for the terminal redevelopment an analysis was carried out with regards either relocating the old baggage shed and attaching to the new building or constructing a new unit. The decision was to go for a new unit attached to the north elevation of the terminal, but this could not be constructed until the old terminal was demolished. Provision was made at the time of the terminal build for a watertight connection between the two buildings.

Building consent is now being sought for the new 98m² extension which has been designed by Shelter Architects and will be built by Watts Construction. The unit will be used by Air New Zealand as part of their baggage make-up process. Storage, forklift charging and drying facilities for the airline staff will also be incorporated.

However, the project has been delayed which has had a knock-on effect for another project to install security fencing, this too is on hold as it links to the baggage make-up extension.

Committee members will be updated in due course.

Public car parking

After six months of use and since the improvements undertaken by the car park equipment supplier, there has certainly been a reduction in the number of issues with using the vehicle licence plate recognition technology and in general charging for parking at the Airport is being well accepted by most users.

From an operational perspective the facility is working well but problems do still exist, especially with customers entering the incorrect licence plate at the pay station and during heavy rain when the camera lens does not quite read the licence plate correctly. However, with the airport's site-based operations contractor now managing the car park, issues are being resolved much quicker.

Management has been in discussions with the terminal café owner regarding options for increasing custom to the café during the day when there are no commercial flights. A promotional offer has commenced, whereby, visitors to the airport can park free of charge between 11am and 2pm Monday to Thursday by validation of their licence plate details by the café staff.

Security fencing

Members will be aware that as part of the terminal redevelopment project, new security fencing was to be installed between landside and the operational areas adjacent the new terminal building. This was supposed to go ahead once the old terminal was demolished and the new baggage make-up extension work completed.

The old terminal building was demolished some time ago and temporary fencing installed to prevent unauthorised access to the apron. With the delay in the baggage-make up extension, work will now not be started until later this financial year, although a small length of security fencing to the south of the new terminal will be installed shortly.

Management originally approached the Ministry of Transport (MoT), as the Joint Venture (JV) partner, for co-funding of the project and the Ministry agreed a 50% contribution on the understanding that the work was completed during the FY2023 financial year. With this deadline not being achievable, management has reported back to the Ministry who has agreed that the works can be deferred until FY2024 and will still honour the 50% contribution to the total cost of \$33,000.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receive the terminal redevelopment project update.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the terminal redevelopment project update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.6 LANDSIDE AND TERMINAL 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**Landside leases**

Lease arrangements have now been agreed and signed for the first tenant on the old New Zealand Motor Homes site adjacent to ANZAC Memorial Drive.

The tenant will be conducting a car valeting operation for a car rental business at the Airport and has commenced the construction of the wash and dry building.

Terminal leases

The majority of the leases for the new terminal building have now been concluded, however, Taupō Airport Authority (TAA) is still waiting for final signing of the Air New Zealand and café documents.

Management has written to Air New Zealand and the airline's legal department is conducting a final review prior to signing.

Discussions are continuing with the café owner.

All terminal leases have a start date of 1 April 2023.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receive the update on the tenants and leases.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update on tenants and leases.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.7 AERONAUTICAL CHARGES REVIEW 2022 UPDATE

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

The new charges for regular passenger transport were implemented from 1 April 2023 and, in line with the review, increased again from 1 July 2023 which will produce a full year at the new charge.

Management has now been in consultation for several weeks with the general aviation (GA) community over a review of their aeronautical charges. An initial pricing proposal was circulated in mid-May 2023 and, following responses received, a subsequent meeting was held on 3 August 2023 with representatives from the local GA community.

At the meeting, attended by ten GA community members and TAA management, there was debate regarding the increased airport operational costs, the governance structure for the airport with regards vision and strategic intent and changes to a user pays philosophy. It was also agreed that, whilst there does need to be an increase in GA charges, the revised fees also have to take into consideration the impact of the local GA user for Taupō in general.

A draft final determination has now been produced by management and circulated to the local GA community and the charter operators that fly into Taupō Airport. This determination is based on Option two of the initial pricing proposal but with a discount for Taupō Airport tenants factored in to recognise the benefits of the local users to the region – any further feedback is required by the end of August 2023.

Following any final comments from the local GA community, management intends to submit a briefing paper to the Ministry of Transport (MoT) in early September 2023 regarding the proposed aeronautical charges for review and approval prior to implementation.

At this stage and with the forthcoming general election, this process could take some time and it is envisaged that the new charges may not be implemented until 1 January 2024 or sooner depending on the outcome from the MoT.

The revised aeronautical GA charges will be set until 31 December 2027 with consultation on the next aeronautical pricing review period commencing mid-2027 for implementation 1 January 2028.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receive the update on the Aeronautical Charges Review 2022.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update on the Aeronautical Charges Review 2022.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.8 AIRPORT JOINT VENTURE UPDATE

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 to provide an update to the Committee regarding the Ministry of Transport (MoT) Joint Venture.

NGĀ KŌRERORERO | DISCUSSION

Members will be aware that Taupō Airport is administered by Taupō District Council (TDC), trading as Taupō 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 overhaul 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:

- Taupō
- Westport
- Whakatane
- Whanganui
- Whangarei

There has been no further movement on the review of the Deed by the MoT since a meeting between the five JV airports and the Ministry, despite the keenness to finalise the new Deed prior to the General Election in October. One reason for the lack of progress could be changes to Ministry staff as management has been advised that three key members have all moved to new roles.

Committee members will be updated in due course.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receives the information.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update regarding the Ministry of Transport Joint Venture.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

6 CONFIDENTIAL BUSINESS

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 matter 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: 6.1 Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 26 June 2023</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 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</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>
<p>Agenda Item No: 6.2 Finance Update - Confidential</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 7(2)(h) - the withholding of the information is necessary to enable [the Council] to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</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>

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]*.