

ATTACHMENTS

**Taupō Airport Authority Committee
Meeting**

12 August 2024

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Taupō Airport Authority Committee Meeting Minutes

27 May 2024

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 27 MAY 2024 AT 10.30AM**

PRESENT: Mr Chris Johnston (in the Chair), Cr Duncan Campbell, Mr Chris Grace (via MS Teams), Cr Yvonne Westerman

IN ATTENDANCE: General Manager Strategy and Environment (W Zander), Acting General Manager Operations and Delivery (T Hale), General Manager Taupō Airport (W Wootton), Senior Solicitor (K Hollman), Airport Operations Manager (K Gard), Finance Business Partner (D Klue, via MS Teams), Senior Committee Advisor (K Watts), Committee Advisor (N Turnbull)

MEDIA AND PUBLIC: Nil

1 KARAKIA

The acting General Manager Operations and Delivery opened and closed the meeting with a Karakia.

2 WHAKAPĀHA | APOLOGIES

TAA202405/01 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Cr Yvonne Westerman

That the apology received from Mayor David Trewavas be accepted.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/01 above.

3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST

Nil

4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES

4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 12 FEBRUARY 2024

TAA202405/02 RESOLUTION

Moved: Cr Duncan Campbell

Seconded: Mr Chris Johnston

That the minutes of the Taupō Airport Authority Committee meeting held on Monday 12 February 2024 be approved and adopted as a true and correct record.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/02 above.

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5 NGĀ RIPOATA | REPORTS**5.1 OPERATIONAL UPDATE**

The Airport Operations Manager summarised the report and answered questions of clarification from the committee. The following key points were noted:

- There were staff at the airport who were trained and equipped to deal with a potential increase in roaming dogs, as the surrounding residential areas were expanding in closer proximity to the airport runway.
- As the residential areas were expanding closer to the airport, it was noted that potential noise complaints would increase, the Airport Operations Manager had met with groups such as the Summerset Retirement Village to provide information and answer questions around noise and flight schedules.
- An automatic security gate had been implemented successfully and was working well.
- Members discussed the possibility of the TAA (Taupō Airport Authority) working with council's infrastructure team to develop waste management strategies for the Airport.

TAA202405/03 RESOLUTION

Moved: Cr Duncan Campbell
Seconded: Cr Yvonne Westerman

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/03 above.

5.2 FINANCE UPDATE

The Finance Business Partner and the Airport General Manager summarised the report and answered questions of clarification from the committee.

TAA202405/04 RESOLUTION

Moved: Cr Yvonne Westerman
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the summary finance report for the period ended 31 March 2024.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/04 above.

5.3 STATEMENT OF INTENT (SOI)

The Airport General Manager summarised the report and answered questions of clarification from the committee.

TAA202405/05 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the final Statement of Intent for the period 1 July 2024 to 30 June 2027.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/05 above.

5.4 CIVIL AVIATION AUTHORITY UPDATE

The Airport General Manager summarised the report and explained to the committee that he was confident the TAA was operating in full compliance with the CAA Rule Parts 100 (safety management) and 139 (airport operation and use).

TAA202405/06 RESOLUTION

Moved: Cr Yvonne Westerman
Seconded: Mr Chris Johnston

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/06 above.

5.5 MASTER PLANNING UPDATE

The Airport General Manager summarised the report and answered questions of clarification from the committee. He advised that the airport management team and council were working towards an appropriate solution for the concerns raised regarding the Taupō District Plan relating to the airport.

TAA202405/07 RESOLUTION

Moved: Cr Yvonne Westerman
Seconded: Cr Duncan Campbell

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/07 above.

5.6 CAPITAL PROJECTS UPDATE

The Airport General Manager summarised the report and answered questions of clarification from the committee. He noted that an update on the apron extension project would be provided at the next meeting.

TAA202405/08 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Mr Chris Grace

That the Taupō Airport Authority Committee receives the capital projects update.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/08 above.

5.7 TENANTS AND LEASES

The Airport General Manager summarised the report and answered questions of clarification from the committee.

TAA202405/09 RESOLUTION

Moved: Cr Duncan Campbell
Seconded: Cr Yvonne Westerman

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/09 above.

5.8 AIRPORT JOINT VENTURE UPDATE

The Airport General Manager summarised the report and answered questions of clarification from the committee. The Airport General Manager advised the committee that he was meeting with the Ministry of Transport regularly to provide updates on airport operations and matters of interest.

TAA202405/10 RESOLUTION

Moved: Cr Duncan Campbell
Seconded: Mr Chris Johnston

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/10 above.

5.9 AERONAUTICAL CHARGES REVIEW 2023 UPDATE

The Airport General Manager advised that the Taupō Airport general aviation charges had been signed off by the Minister of Transport, Hon. Simeon Brown and would be implemented from 1 June 2024 until 31 December 2027.

TAA202405/11 RESOLUTION

Moved: Cr Duncan Campbell
Seconded: Mr Chris Johnston

That the Taupō Airport Authority Committee receives the update on the Aeronautical Charges Review 2023.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/11 above.

5.10 LAND SURROUNDING THE AIRPORT - UPDATE ON LAND MANAGEMENT SWAP

The Airport General Manager explained that there were no immediate plans for the TAA to potentially purchase the land to the north of Anzac Memorial Drive as illustrated in the report, and there would likely be a standard condition on the covenant for purchasers relating to the proximity to the airport.

TAA202405/12 RESOLUTION

Moved: Cr Yvonne Westerman
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the update on the land surrounding the airport.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/12 above.

5.11 INCORPORATING THE TAUPŌ AIRPORT AUTHORITY

The Airport General Manager explained that the proposal to incorporate Taupō Airport Authority as a legal entity and make changes to the government structure was in the beginning stages. He planned to hold a workshop with council's elected members later in the year to further explain and outline the proposal.

TAA202405/13 RESOLUTION

Moved: Mr Chris Johnston
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the report on the future incorporation of Taupō Airport Authority as a company to operate the Taupō Airport.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202405/13 above.

6 NGĀ KŌRERO TŪMATAITI | 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 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	Plain English reason for passing this resolution in relation to each matter
<p>Agenda Item No: 6.1 Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 12 February 2024</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 Section 7(2)(h) - the withholding of the information is necessary to enable [the Council] to carry out, without prejudice or disadvantage, commercial activities 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>	<p>The confidential minutes contain personal and commercially sensitive business information about the Taupō Airport cafe tenants. The information is not of wider interest to the public, but should be kept in confidence to protect the cafe operators.</p>

<p>Agenda Item No: 6.2 Finance update for period ended 31 March 2024</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 Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</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>The financial information is presented at a granular level and includes employee costs, so there is a need to keep the figures confidential to protect the personal privacy of individuals and protect commercial interests.</p>
<p>Agenda Item No: 6.3 Financial Year 2025 Budget</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 Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</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>The financial information is presented at a granular level and includes employee costs, so there is a need to keep the figures confidential to protect the personal privacy of individuals protect commercial interests</p>
<p>Agenda Item No: 6.4 Taupō Airport Terminal Café</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 Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the</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>The report includes personal and commercially sensitive business information about the Taupō Airport cafe tenants. The information is not of wider interest to the public, but should be kept in confidence to protect the cafe operators.</p>

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	information		
Agenda Item No: 6.5 Apron Extension Project	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	The financial information is presented at a granular level and includes employee costs, so there is a need to keep the figures confidential to protect the personal privacy of individuals and protect commercial interests.

The meeting closed at 12.33pm with a karakia from the acting General Manager Operations and Delivery.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee Meeting held on 29 July 2024.

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CHAIRPERSON

