

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

Date:	Monday, 12 February 2024
Time:	10.30am
Location:	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**

Order Of Business

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4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 30 OCTOBER 2023

Author: Karen Watts, Senior Committee Advisor

Authorised by: Nigel McAdie, Legal and Governance Manager

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the minutes of the Taupō Airport Authority Committee meeting held on Monday 30 October 2023 be approved and adopted as a true and correct record.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Taupō Airport Authority Committee Meeting Minutes - 30 October 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.

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

Following extensive reviews of several safety management software platforms, management has chosen a company called OneReg who have designed a software system specifically for the aviation industry. The main aim is to focus on integrating aviation compliance into the day-to-day operations to achieve safety integrity and efficiency.

The software platform is very user friendly and is more cost effective than the previous system, however, there will be some additional costs during the current financial year to migrate existing information to the new system and running two systems in parallel for testing purposes until the end of March.

Management have been working closely over the past few weeks with OneReg to transition the data and will receive ongoing training from the software provider.

Airport Safety Group

An Airport Safety Group meeting was held on 15 November 2023 and the minutes of meeting are attached.

- Emergency management

TAA has been asked to participate in the Taupō District Council / Waikato CDEM Group Volcanic Response Plan and management is providing input. This is in conjunction with the Emergency Services Coordinating Committee (ESCC) who meet every quarter.

- Security

In December 2023 management received a security threat via the contact form through the Taupō Airport website.

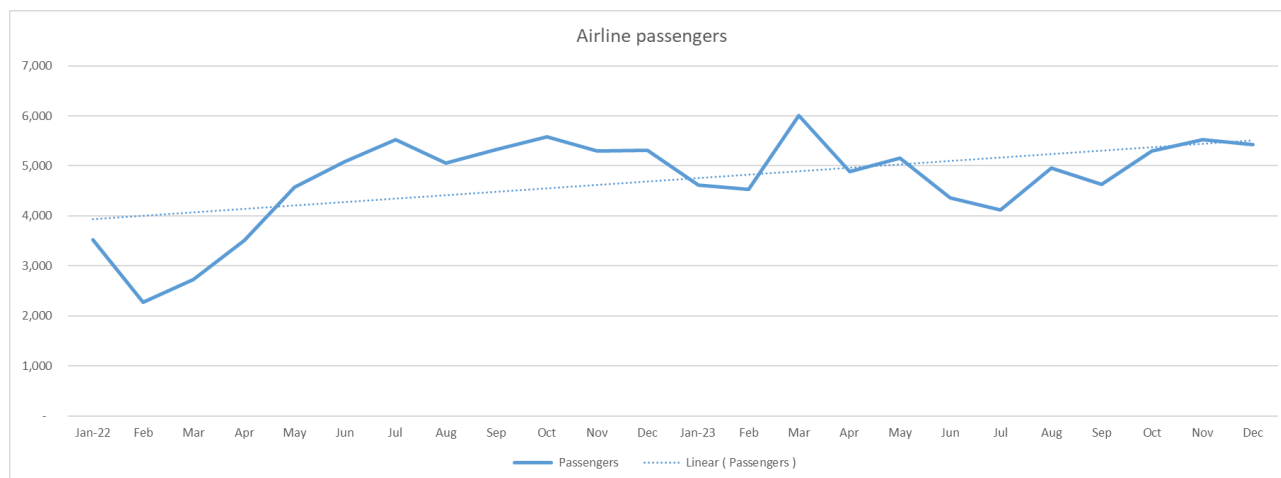
The threat had also been delivered to the majority of the airports around the country and was followed up by the Civil Aviation Authority and also NZ Police. It was determined that the email was a hoax and had been assessed as a non-specific threat in accordance with the National Aviation Security Programme.

No further action was required by airports or airlines.

Passengers and aircraft movements

Passenger numbers at 29,972 for the first half of the FY2024 financial year were 7% down as compared with numbers of 32,102 for the equivalent period last year. This was due to a 3% drop in flights operated by both airlines as a result of weather and mechanical issues and a decrease in average load factors.

Passenger numbers per month (January 2022 to December 2023)



As can be seen from the graph passenger numbers are still trending upwards post COVID, however, the recovery is still struggling to reach pre COVID numbers – during the equivalent period of July to December 2019 there were 36,716 passengers through the terminal.

The current Statement of Intent was based on a full recovery and forecast passenger numbers at 71,720. Whilst this will not be achievable, with the major events scheduled for 2024 in the region there is an expectation that numbers will increase during the second half of the year and a reforecast has now put numbers at 63,000 for the full financial year.

With regards general aviation at Taupō Airport, this is still looking positive with total landings for the first half up on last year and with revenue recovering.

As reported at the last Committee meeting, the number of charter aircraft using Taupō continues to outpace earlier numbers and for the first half of FY2024 totalled over 80. The forecast of 150 for the whole of the financial year could well be on the low side when considering the V8 supercar event in April which will attract additional private charters. Management is expecting that the total for FY2024 will now be more than double the previous best annual number.

Airport User Group meeting

Management held the annual airport user group meeting on the evening of 21 November 2023 which was well-attended by a good cross-section of the local aviation community.

Presentations were given by each of the airport management team reviewing the past year at the airport as well as future plans. Particular attention was given to health and safety matters and the need to ensure that genuine communication and quality people skills underpin safety at uncontrolled aerodromes with TAA management providing availability, transparency and delivery.

The evening also gave the opportunity for Mark Bond, the base manager for Philips Search and Rescue Trust, to present to the group on the importance of their operation at Taupō airport. This touched on the area covered, aircraft usage, call-out costings and gave an insight into the great work that the Trust does for the central North Island.

Training

Taupō District Council is continuing with their Te Reo Immersion lessons which are being attended by the airport Operations Manager.

Wildlife management

Management is currently reviewing the Airport's wildlife control procedures which are required in compliance with Civil Aviation Rules 139.71 and 139.77 and is considering the introduction of a standalone wildlife contract following the successful establishment of contracts for Airport operations and grounds maintenance.

Members will be updated in due course.

The Civil Aviation Authority (CAA) report quarterly on details of wildlife bird incidents for all of the New Zealand airports and each airport is assigned a risk category based on the most recent 12 month average bird strike per 10,000 aircraft movements. The analysis shows that strikes at Taupō airport are low and trending downward.

Airspace

Drone operations

Management previously advised Committee members that AirShare, which is an entity of Airways New Zealand, has contacted TAA with regards an airspace management programme to facilitate and control drones in the Taupō region.

Following previous attempts to introduce the system, which was originally not cost effective for most aerodromes, AirShare is applying for funding through the Airspace Integration Trials (AITP) programme. This programme builds on the potential for innovation under New Zealand's current Civil Aviation Rules, providing a mechanism for the government to work with leading and innovative domestic and international industry partners. The aim is for the AITP programme to implement a platform at a number of unattended / uncontrolled aerodromes around New Zealand.

AirShare is currently still working through the process but has recently launched a new feature that will email an aerodrome with a preformatted NOTAM proposal if a drone operator flies within 4km of the aerodrome when the operator submits the application through AirShare. To provide adequate separation between a drone and an aircraft, TAA currently limits the drone operating height to 200 feet above ground level and any request to operate above this height requires a NOTAM.

NB: A NOTAM is a notice distributed by means of telecommunication containing information concerning the establishment, condition or change in any aeronautical facility, service, procedure or hazard, the timely knowledge of which is essential to personnel concerned with flight operations.

Air display

The Royal New Zealand Air Force (RNZAF) once again conducted an air display at Centennial Park using their Black Falcons (Texans) display team on Sunday 21 January. The event took place around lunchtime with the timing being flexible to fit in with scheduled operations in and out of Taupō airport and produced excitement for the gathered crowd.

The RNZAF established a temporary restricted area during the event which was active for 30 minutes but this did not affect operations at the airport.

The RNZAF have been contacted with regards carrying out a similar fly-past display to coincide with the V8 Supercars event in April 2024.

Helicopter operations

Management is seeking to renew the NZL460 (low level flying operations) to the east of Taupō airport which is a CAA requirement under Rule Part 91.131 as the designated user agency. To enable the renewal, evidence of consultation with operators is mandatory and this was tabled at the most recent Airport Safety Group meeting on 15 November 2023.

Further, management also has to engage with the affected landowners (Landcorp Farming Ltd and Part Tauhara Middle Block) but to date has only been able to meet and be granted permission from Landcorp.

Management will continue to seek approval from the other landowner, but in the meantime, it has been communicated to CAA that TAA is not in a position to provide clear timeframes when the renewal will be effective.

In the interim the intention, as recommended by the CAA, will be to issue a NOTAM to temporarily withdraw the low level flying zone NZL460.

Navigation aids

Airways New Zealand are responsible for installing and maintaining all aviation navigational aids and the organisation is planning to upgrade facilities at Taupō airport by installing a new short to medium-range radio navigation system called a Doppler VHF Omni Directional Range (DVOR).

The location of the DVOR will be to the south-east of the airfield on Council land which is currently just outside the aerodrome confines and Taupō District Council (TDC) is aware of the planned installation, which is scheduled for 2025.

It is important that the high quality radio frequency performance to and from the site for the facility is maintained and not obstructed by structures or vegetation within the vicinity. Therefore, it is important that as this is a new installation and due to the site restrictions, it is fundamental this is protected under the Council's District Plan.

Airport grounds fire

An incident occurred during December 2023 which was observed by a local general aviation operator when on final approach to the airport. A fire had started to the west of the aerodrome in the pine plantation behind commercial buildings adjacent to State Highway 1.

At the time the harvesting contractor was cutting with harvesting machinery, and it was assumed that the machinery hit a rock and caused a spark which ignited the very dry crop.

The fire service was alerted and Fire and Emergency New Zealand (FENZ) attended the site and quickly extinguished the blaze without too much damage.

Management has met with the cropping contractor to discuss the incident and this has been reported in the airport's safety management system.

Airside

Runway condition reporting

From 30 November 2023 all certified aerodrome operators have been required to compile and produce a runway condition report on a daily basis.

Management has developed a work instruction which forms the basis of a training document that has been provided to the airport operations contractor's staff for runway condition reporting. In conjunction with the transition to the new safety management platform, the software provider has created an inspection module that encapsulates the international aviation requirements for an unattended aerodrome.

Turn pad markings

Following a recommendation from the 2022 CAA audit, and delays due to waiting for ideal weather conditions, the turn pad markings at each end of the main sealed runway 17/35 have finally been installed. The CAA has been notified and acknowledged completion.

Flood lighting

During the new terminal project construction, underground civil works were carried out to facilitate the future apron extension, including the installation of services for new flood lighting.

The installation of the flood lights to the northern and southern ends of the existing apron has now been completed in compliance with the lighting standards for airport aprons.

Asphalt remedial works

The annual crack sealing works to the runway and apron area have been scheduled and will be undertaken in conjunction with the TDC yearly programme of treatment to the region's roading network to save on establishment costs.

Work is due to be carried out in early February 2024 at an estimated cost of \$4,000.

Landside

Public car parking

Management previously reported that there had been occasions where cars had driven the wrong way into the traffic lane in front of the terminal to pick up or drop off passengers. This obviously led to a risk with

vehicles going in two directions on a single lane and also with the vehicle / terminal user interface due to not expecting a vehicle being driven the wrong way.

As a solution paint markings at the southern end exit with the wording 'No Entry' have been installed and this appears to be deterring public from entering the wrong way. The situation will be monitored and further remedial works investigated if found necessary.

There were a number of incidents prior to the end of 2023 which resulted in car parking equipment being damaged by vehicles either failing to observe the car park usage terms and conditions or poor driving.

Exit and entry barriers have been hit and one vehicle simply drove through the short-term car park exit barrier whilst it was still in the lowered position. There are currently three barrier arms that are slightly bent but are still usable for the time being. Management is in the process of ordering spare barrier arms in case of any further damage.

Two separate events resulted in significant damage:

- A vehicle towing a caravan drove into the short-term car park and collided with the car park entrance camera which had to be replaced as a cost of \$3,600 plus GST. Action is still ongoing with regards seeking reimbursement from the driver of the vehicle.
- In another incident a vehicle towing a boat on a trailer tried to enter the short-term car park and hit both the camera that had previously been replaced and also the control unit and intercom system. This time the damage was very extensive and an insurance claim was lodged for the repair costs at \$34,000 plus GST. This was subsequently settled less the insurance policy excess. The insurance company is now following up to reclaim the total amount and, if successful, TAA will be reimbursed the insurance policy excess.

Following the incidents, metal bollards with reflective banding have now been installed at all vulnerable locations. Whilst the appearance of the bollards is not aesthetically appealing, they do help protect the expensive car park equipment and provide a deterrent from future impact.

Additional signage has also been installed advising the general public not to enter the car park if the vehicle is oversized or towing a trailer.

Bollards

During the terminal redevelopment project, stainless steel bollards were installed on the footpath between the short stay car park and the terminal lane, however, there was an insufficient number to completely protect the car park from users trying to avoid paying the car parking charges.

The additional bollards that had been on order for a period of time have now been installed.

Grounds maintenance

Members will be aware that the airport grounds and general maintenance is currently undertaken through a contract awarded to Harrison Contracting whilst the TDC Parks team carry out the bulk airside mowing. This is an improvement on previous working practices when the grounds and general maintenance work was carried out by four separate contractors.

With the need to save further costs and streamline the process, management is investigating the possibility of consolidating the two operations into one contract, encompassing both airside and landside works, and has been in discussions with Harrison's Contracting. The combined proposal would also free up the TDC Parks team who have often expressed that the airside bulk mowing does impinge on their general Council workload.

Management will update members in due course.

Terminal

Artwork

Following requests by the general public for information relating to the artwork and cultural features in the new terminal building, the installation of plaques has now been carried out that relates to the stories of the origins, with details of each piece of artwork.

Lighting

Members have previously been made aware that there have been issues with the failure of all the LED display lighting in the terminal building due to a faulty batch being installed during construction. Management is happy to advise that all of the display lighting has been replaced with new units which have been fitted free of charge under warranty.

Terminal automatic doors

Since the completion of the new terminal building there has continued to be ongoing problems with all four sets of automatic doors – airside and landside. This has resulted in doors not opening or closing correctly, posing a significant risk with the airside doors, and trims coming off.

Prior to the end of the last year a meeting was held between management, architect, builder, the door installer and manufacturer to work through the problems and formulate the appropriate remedial actions.

Management is of the understanding that the working mechanisms are at their maximum capacity for their door weight and, despite further adjustments and alignment having been carried out to all four sets of doors, issues are still happening.

Management is adamant that TAA will not accept liability for the doors once the years' maintenance period is over and will continue to work with all parties to ensure that the issues are satisfactorily resolved.

Taupō major events 2024

Members will be aware that there will be two major championship events scheduled to take place in Taupō during 2024 namely the New Zealand round of the V8 Supercars in April and the Ironman 70.3 Worlds in December.

Management is working in collaboration with the Council's events team, Air New Zealand and Auckland airport to ensure that Taupō airport not only provides a welcoming gateway to the region but is also geared up to handle additional flights, passengers and charter aircraft.

Both events will have different logistical issues with regards the day-to-day airport operations and it is important that close collaboration with key stakeholders is maintained in the build-up to the events.

Following an initial meeting between all parties in October, a delegation consisting of airport management and the events team has been invited to Auckland Airport at the end of January to view the facilities available and to discuss in more detail plans for the events.

Members will be updated at the Committee meeting.

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. ASG meeting minutes 15 November 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 a summary finance report for the period ended 31 December 2023.

NGĀ KŌRERORERO | DISCUSSION

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

A more detailed discussion on the results to date will take place during the Confidential section at the end of this meeting.

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 receives the summary finance report for the period ended 31 December 2023.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Summary Finance Report for the period ended 31 December 2023

5.3 TAUPŌ AIRPORT AUTHORITY DRAFT STATEMENT OF INTENT 2025 - 2027

Author: Wayne Wootton, General Manager Taupō Airport

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

This item is for the Committee to consider the Taupō Airport Authority Draft Statement of Intent (SOI) 2025-2027 and approves it to be provided to the Taupō Airport Authority shareholders for comment.

NGĀ KŌRERORERO | DISCUSSION

The Draft Statement of Intent 2025-27 is attached.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee approves the Taupō Airport Authority Draft Statement of Intent 2025-2027.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Airport Authority Committee approves the Taupō Airport Authority Draft Statement of Intent 2025 – 2027.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Draft Statement of Intent 1 Jul 24 - 30 Jun 27

5.4 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 Obstacle Limitation Surface (OLS) survey.

NGĀ KŌRERORERO | DISCUSSION**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)
- Landcorp Farming Limited
- Wharewaka East Limited
- Taupō District Council

After seeking further consultancy advice it was determined that the TAA would carry out a study based on the results of the survey to reassess the infringement of the trees in the Department of Conservation land and the area owned by Landcorp Farming Ltd.

The assessment, carried out in November 2023, reviewed the results of the initial survey and the factors from which the results were determined, the current airport OLS parameters and any infringement of the OLS to the north of the main runway.

With regards to the Botanical reserve location the report indicated that, based on the reassessment the airport OLS appears to be compliant to Part 139 requirements and there are no trees, either currently or within the next two to three years, which would have a significant impact north of the aerodrome in this area.

Within the Landcorp areas it was noted that if trees were permitted to grow through the OLS in those areas that fall within the take-off and approach surface, this could have an impact on the aerodrome operation and that the trees should either be totally removed, trimmed or replanted with slower growing and lower height species.

It was also recommended that an airport designation be investigated within the Taupō District Plan to include protection of the Taupō Aerodrome Obstacle Limitation Surface and consideration should be given for a planned surface of a Category 1 precision approach to protect for future airport expansion.

Landcorp has already removed some wilding pines and, following a recent meeting between Landcorp and management, consideration will be given regarding Taupō District Council purchasing the Landcorp land immediately to the north of the aerodrome to enable the recommendation above to be instigated.

In discussions with management, the project manager for Carrus Corporation, who manage the Wharewaka East land, has indicated that in stage 15 of their development the trees encroaching the OLS will be removed, however, the time frames are yet to be confirmed.

The tree on the Taupō District Council land has been removed.

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.

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

5.5 MASTER PLANNING UPDATE

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:

- Taupō airport designation
- Taupō air transportation study
- Air New Zealand – next generation aircraft project
- Solar power generation

NGĀ KŌRERORERO | DISCUSSION**Taupō airport designation**

Management has previously raised concerns as to the current information in the Taupō District Plan relating to the airport and has, therefore, engaged two consultancy companies to assist with reviewing the current situation, with management supplying background information and flight movement data.

Work is progressing, albeit slowly, and new noise contours are currently being addressed.

From the results management and Taupō District Council (TDC) can then decide on the best way forward in protecting operations and the future of the airport through an airport designation.

Committee members will be updated in due course.

Taupō air transportation study

Amplify, the economic development agency for Taupō District Council, has now completed the research project with their consultant to deliver a detailed assessment of airport transportation and mobility in the Taupō district from both a quantitative and qualitative perspective. 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.

The final study is currently under review and Committee members will be updated in due course.

Air New Zealand – next generation aircraft project

At the October Committee meeting management advised that an Expression of Interest (EOI) had been submitted to Air New Zealand for Taupō Airport to be shortlisted for the airline's 'Next Generation Aircraft' project.

Unfortunately, Taupō Airport was not successful in the EOI process and has, therefore, not been accepted to move to the next stage.

As you will be aware, the initial concept phase to commence in 2026 was for the airline and two airports to trial freight transport only and, whilst TAA's EOI was very comprehensive, in the end freight was the deciding factor. The current amount of freight transport on the short-range sectors that are achievable out of Taupō was more or less insignificant and the airline did not feel that this would improve to any extent in time for the trial.

However, it was acknowledged by Air New Zealand that with Taupō being central to the North Island and with the future concept being to work on passenger transport utilising next generation aircraft on longer sectors, there may well be opportunities to consider the airport in the future with links to the east or west coasts.

Management would like to thank all those that participated in the exercise.

Solar power generation

With an increase in electricity charges for the much larger new terminal as compared to the smaller old building and the need to strategically plan for cleaner energy production, management is considering the installation of solar panels and has now had meetings with a solar supplier and installer.

The aim is for TAA to generate sufficient power to be able to supply at least 75% of the terminal requirements as this is seen as the optimal level at this stage with today's technology.

The initial thoughts of purchasing the solar panels have been discounted due to the upfront capital outlay and management is now considering the ability to lease the whole system on either a 10 year or 20 year contract.

By leasing the system, TAA would pay a price per kwh to the solar company for power generated through their system and a charge to the power company (currently Meridian) for the grid supply.

Further investigation is required but a preliminary review has shown that there could be up to a 10% saving at the onset which would rise to circa 20% in year 10 as the power consumption charges by the solar company are fixed at 1.3% per annum, whereas power supplier charges would normally rise by at least 3%.

Storage batteries have been considered but have been discounted at this stage once again due to a high upfront cost. However, with fast paced advancements in solar generation and cheaper products coming to market, batteries may well become a feasible option in the future as will the ability to generate 100% of the terminal power demand.

Further investigation is underway on actual savings that could be achieved which will all depend on the initial capital outlay by the solar company. This involves research into suitable areas at the airport for the solar field, distance of a link to the terminal main feed, suitable fencing, and security to prevent unauthorised access.

Members will be updated in due course.

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

5.6 CAPITAL PROJECTS 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 and the Taupō Airport Operations Manager to provide an update to the Committee on the following projects:

- Baggage make-up extension
- Security fencing
- Apron extension
- Runway surface treatment

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

Members will be aware that Taupō Airport Authority (TAA) is proposing to construct a baggage make-up extension to the north of the new terminal in response to an analysis at the airport redevelopment design stage that resulted in a new build being preferable to the relocation of the old baggage shed. Provision was made at the time of the terminal build for a watertight connection between the two buildings.

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

Works are anticipated to commence during February 2024 and will take approximately eight to ten weeks to complete.

Committee members will be updated on progress.

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.

Work will now commence on completion of the new baggage make-up area extension but, in the meantime, temporary fencing erected after the demolition of the old terminal will remain to maintain security to the apron.

The Ministry of Transport (MoT) has agreed that they will still honour the 50% contribution to the total cost of \$33,000 even though the project was deferred until FY2024.

Committee members will be updated on progress.

Apron extension

The project consists of the construction of a 3,000 square metre 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 has already been installed to maintain security to parked aircraft.

This project, estimated at \$1.5m, was originally planned as part of the terminal redevelopment but was deferred due to the increase in cost. To enable Taupō District Council (TDC) to receive the final tranche of the shovel ready project funding for the terminal construction the apron extension has to be completed by January 2025.

In consideration that the original design was carried out in 2019, management is proposing to engage consulting engineers to carry out a review to update any design parameters, finalise drawings and documentation and undertake the tender process.

Once the contract has been awarded it is envisaged that works will be completed by the end of 2024.

This project has been submitted as part of the Council's Long-term Plan (LTP) process and management will submit a business case to the MoT with regards a contribution towards the cost.

Committee members will be updated on progress.

Runway surface treatment

During the 2022 runway surface condition survey, there was a recommendation that the runway receive a surface treatment to extend the life of the pavement.

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.

This project, at an estimated cost of \$800k, has been submitted as part of the Council's LTP process and management will submit a business case to the MoT with regards a contribution towards the cost.

At this stage it is planned that the project will be carried out during FY2027, however, this will all depend on the rate of deterioration of the sealed runway.

Committee members will be updated on progress.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receives the information.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

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

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.7 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**Land leases**

Management has been approached by two prospective new tenants who wish to lease land for:

- helicopter operation – airside
- parachute repairs service – landside or airside

Further, interest has been shown from the Philips Search and Rescue operation based at the airport to lease land for accommodation. Ideally the team would prefer a purpose-built unit for their seven crew members who work shifts.

Management is currently working with all three parties to see if land can be made available.

Terminal leases

Management is still in discussions with Air New Zealand regarding the airline's lease in the new terminal and, despite written communication on several occasions, is still unable to gain any traction as to why the lease is being held up.

Air New Zealand advised last year that there was an issue with clause numbering and the airline's legal team would resolve the matter and sign the document, however, there has been no further correspondence.

As Air New Zealand has now been occupying the space in the terminal building for almost a year management has written again to ask that the matter be resolved without further delay.

The new baggage make-up extension will be for the sole use of Air New Zealand and a new lease will be drafted based on agreed terms. This will be effective once the construction works are completed and the airline occupies the building, which is currently scheduled from 1 May 2024.

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

5.8 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. There will be further minor increases on 1 July 2024/2025/2026 with a full review in late 2026 / early 2027 for implementation from 1 July 2027.

With regards the review of the general aviation aeronautical charges, a briefing paper was submitted to the Ministry of Transport (MoT) in early September 2023 for their review and approval, however, due to the general elections and a change in Government, the approval process has stalled.

The latest information received from the MoT is that there is a backlog of papers waiting to go to the Minister and, unfortunately, at this stage there is no consideration of any item which is not in the Government's first 100 day plan.

The MoT acknowledge that the increased charges are long-overdue and will keep up the pressure for ministerial review and approval. As a matter of interest there are other JV airports also waiting on the approval process for aeronautical charges to be concluded.

Once implemented the new aeronautical general aviation charges will be set until 31 December 2027 with consultation on the next aeronautical pricing review period commencing mid-2027 for implementation from 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

5.9 AIRPORT 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 (MoT) Joint Venture.

NGĀ KŌREROERO | 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 original Deed was first established in 1964, was reviewed in 1973 and is currently going through the process of a further update. The Deed requires a complete overhaul to bring it up to date, however, following a flurry of activity earlier in 2023, there has been no further progress, and this has been delayed over the past months with the general election and change in Government.

Management has recently been contacted by the MoT and a teleconference meeting has been arranged to recommence discussions.

Committee members will be updated in due course.

NGĀ KŌRERORERO | RECOMMENDATION(S)

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

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 - 30 October 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)(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>
<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>
<p>Agenda Item No: 6.3 Land Surrounding the Taupō Airport</p>	<p>Section 7(2)(i) - the withholding of the information is necessary to</p>	<p>Section 48(1)(a)(i)- the public conduct of the relevant part of the</p>

	enable [the Council] to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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: 6.4 Tenants and Leases	<p>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 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>	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: 6.5 Taupō Airport Authority Strategy Session	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 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

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]*.