



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

|                  |   |
|------------------|---|
| <b>Date:</b>     | <b>Monday, 14 October 2024</b>                          |
| <b>Time:</b>     | <b>1.30pm</b>   |
| <b>Location:</b> | <b>Taupō Airport<br/>ANZAC Memorial Drive<br/>Taupō</b> |

# **AGENDA**

## **MEMBERSHIP**

|                           |  |
|---------------------------|--|
| <b>Chairperson</b>        | Mr Chris Johnston  |
| <b>Deputy Chairperson</b> | Cr Yvonne Westerman  |
| <b>Members</b>            | Cr Duncan Campbell<br>Mr Chris Grace<br>Mayor David Trewavas |
| <b>Quorum</b>             | 3  |

**Julie Gardyne  
Chief Executive**

## Order Of Business

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|----------|---|----|
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| <b>2</b> | <b>Whakapāha   Apologies</b>  |    |
| <b>3</b> | <b>Ngā Whakapānga Tukituki   Conflicts of Interest</b>  |    |
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**4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 12 AUGUST 2024**

**Author:** Nicole Turnbull, 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 12 August 2024 be approved and adopted as a true and correct record.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Taupō Airport Authority Committee Meeting Minutes - 12 August 2024 [⇒](#)

**4.2 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 30 SEPTEMBER 2024**

**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 September 2024 be approved and adopted as a true and correct record.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Taupō Airport Authority Committee Meeting Minutes - 30 September 2024 [↗](#)

## 5.1 OPERATIONS UPDATE

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

### 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 - Occurrence reporting

During the period 1 June to 18 September 2024 there were six occurrences reported. Four of these involved different species of bird wildlife with one near-strike and three aircraft strikes.

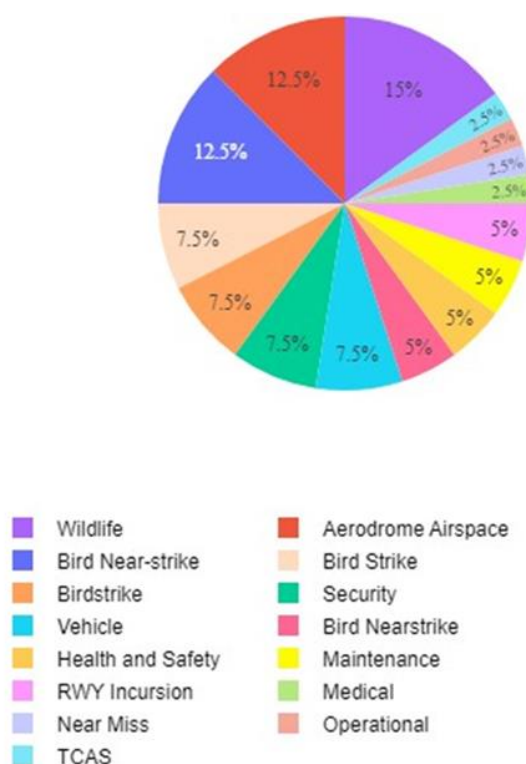
The fifth occurrence was technically not an airport occurrence but instead related to the airport's mandatory broadcast zone (MBZ). Due to there being no air traffic control at Taupō airport, aircraft movements are controlled under an MBZ, whereby, pilots broadcast their position and intentions when operating aircraft in the vicinity of the airport.

The incident involved an Air New Zealand aircraft approaching the airport and an airport-based helicopter. TAA investigated on behalf of Air New Zealand and, following discussions with the helicopter company, feedback was given to Air New Zealand and resulted in no further action being taken.

The sixth occurrence also involved Air New Zealand and a local helicopter, however, once again following investigation by TAA, no issues were found and both parties were satisfied with the outcome.

All six occurrences have been closed off in the airport's Safety Management System after the appropriate investigation and actioning. Filed occurrences continue to be monitored against TAA's Safety Performance Indicators.

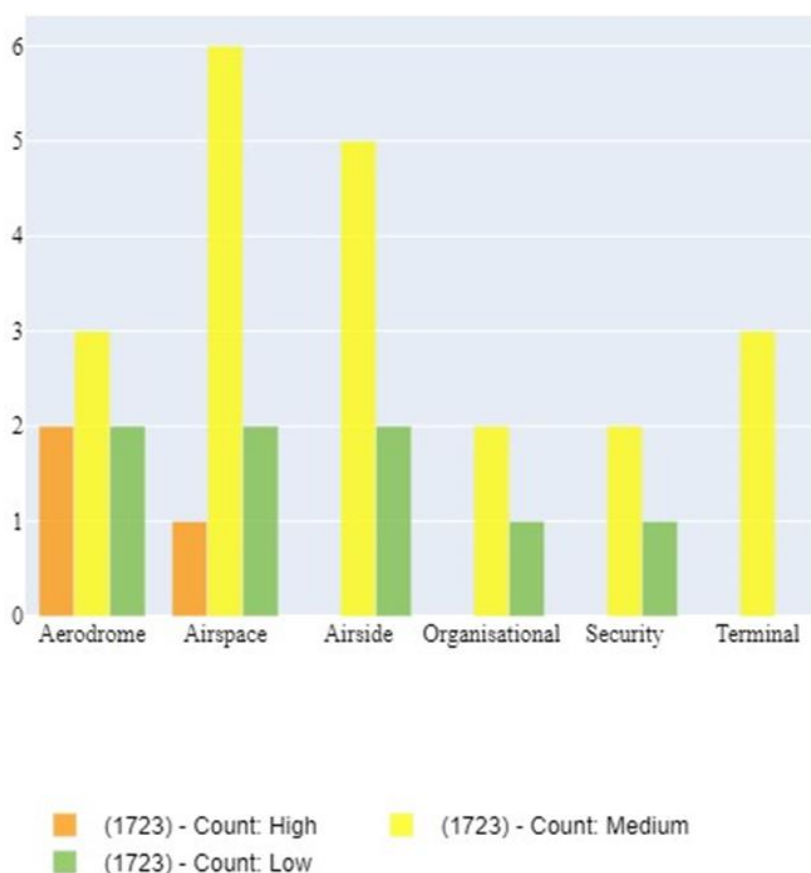
**Occurrences – last 24 months**



## Risks

During the period 1 July 2024 to 18 September 2024 there were no new risks added to the register.

### *Risk register – residual risk Level*



## Airport Safety Group

An Airport Safety Group meeting was held on 14 August 2024 and the minutes of the meeting are attached.

The next Airport Safety Group Meeting is scheduled for 20 November 2024.

## Emergency Management

TAA has recently updated its Emergency Management document in the SMS software platform (OneReg) with the Taupō District Council/Waikato Civil Defence Emergency Management (CDEM) Group Volcanic Response Plan. This is currently in draft format though nearing completion.

The Operations Manager recently attended a Council session delivered by the Head of Volcanology, GNS Science and Emergency Management, to learn about volcanic risk in the Taupō region and how the airport would be in a position to respond. This type of event is documented in the TAA Emergency Response Plan.

## Security

Creating a safety and security culture on the aerodrome has been key in preventing unauthorised access to restricted areas. The installation of automated security gates and airside fencing has mitigated the risk of gates being left open and ensures robust safety measures are in place to protect the public, aviation operators and assets.

As part of the recently completed security fencing works adjacent the apron, an automatic vehicular access gate has been installed and also a separate secure pilot access gate. Both gates are restricted to airport personnel or crew in charge of aircraft that are parked on the apron.

**Passengers and aircraft movements**

Passenger numbers are still trending upwards post COVID-19, however, the rate of increase has slowed and the start of FY2025 has been disappointing. July was particularly bad with numbers at 3,764 being the lowest monthly total since April 2022.

The low numbers were mainly due to cancellations (mechanical and weather) but also a slight decrease in load factors for both commercial airlines.

***Passenger numbers per month (January 2022 to June 2024)***

As previously reported, recent discussions with Air New Zealand have shown that Taupō airport is not alone, and other regional airports are also struggling to meet passenger targets as there is a general softening of domestic travel throughout the country.

With regards general aviation at Taupō Airport, movements are tracking according to forecast and, with the new aeronautical charges coming into force from 1 July, revenue is showing signs of improvement and on budget.

**Training / events**

The Operations Manager recently completed an online Coordinated Incident Management System (CIMS) CDEM foundation course. The next stage, the intermediate CIMS CDEM training, will be facilitated through Taupō District Council and is scheduled for early 2025.

The Operations Manager will also complete a first aid refresher course later in September.

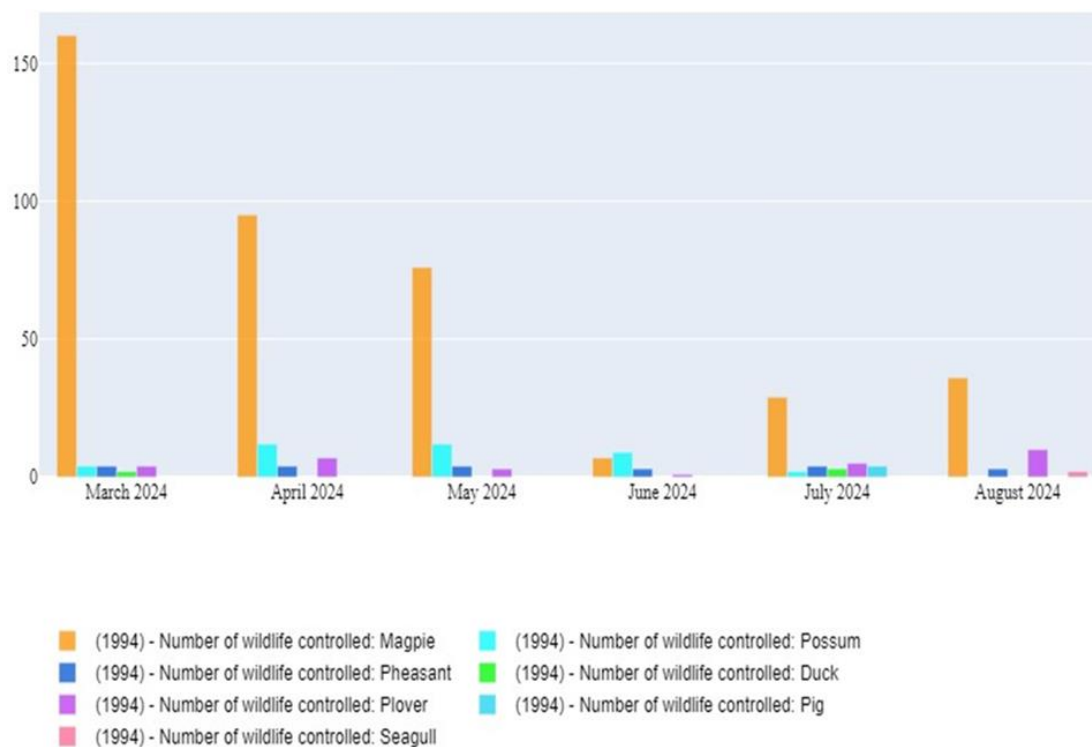
**Wildlife management**

TAA has recently seen an increase in wildlife activity, specifically the number of flocks of small birds.

Whilst wildlife control procedures are implemented as part of the airport operations, this is not an easy task, and it is difficult to ascertain if the increase is due to seasonal weather and/or food sources.

Management periodically review the wildlife management plan to ensure risk is minimised and mitigation for control is effective. Therefore, alternative bird-scaring devices are currently being investigated to see if these can manage the increasing activity.

An external pest control contractor has been liaising with management to seek approval to operate to the northwest of the airport. Their focus is on possum control and, with management, is working with the relevant parties to ensure processes are in place to meet requirements, with safety being paramount.

***Number and species of wildlife controlled during 2024 to date*****Airspace****Drone operations**

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

The AirShare Airspace Management (AITP) trial is yet to go active due to delays with Airways New Zealand.

Management has also been working with the Department of Conservation, Heli Adventures and the Civil Aviation Authority in terms of educating visitors to the Huka Falls region about drone use. This area is deemed a no-fly zone for drones.

One of the control measures being investigated is geo-fencing the area which, if all relevant parties are in agreement, would help manage the airspace by blocking unauthorised drone activity.

**Navigation aids**

Airways New Zealand is 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).

As previously reported to members, the initial geotechnical ground works and a topographical survey have been carried out and management is waiting for an update from Airways as to the next stages of the project.



## **Airside**

### **Apron remedial works**

Members have previously been advised that significant cracking to the northern apron, in particular around the vicinity of the commercial aircraft turning paths, has been identified. The integrity of the apron surface is being regularly monitored and weekly sweeping is being programmed using the FOD boss to ensure there is no build-up of loose debris.

Costs have been received for a surface treatment that would extend the apron life by up to eight years. This treatment consists of a coating to the surface with a flexible membrane which seals the cracks and creates a waterproof layer. Management is planning to schedule this work immediately following the construction of the apron extension to produce cost benefits by only having to remark the apron once.

This particular method of surface treatment has previously been carried out at Christchurch airport and, liaising with the airport team, has provided an insight into the product application and performance.

North Island airports, Hawkes Bay and Rotorua, are also reviewing the use of the product.

### **Runway Surface Maintenance**

Currently, the runway surface maintenance is up to date as per the maintenance schedule with no urgent issues being required.

## **Landside**

### **Public Carparking**

With heavy rain, the entry cameras to each car parking area were not always capturing the full details of the vehicle registration plate, which caused issues when these vehicles tried to exit the areas. Apparently, the heavy rain on the lens of the camera was the reason and this has been rectified with the installation of a rain cover to each camera which has greatly improved the imagery.

An evaluation of the 2024 financial year car parking data has been carried out with the following key statistics:

- total number of movements through the parking areas 55,500 including 9,500 car rentals
- 80% of vehicles stay for less than 30 minutes
- 2, 3 and 4-day parkers contribute almost 50% of the revenue but less than 4% of total numbers

Management is currently analysing the statistics to ascertain whether there is scope to review the charging regime to better reflect parking behaviours and to provide an improved service to the travelling public, including the facility to pre-book and pay on-line.

### **Grounds maintenance**

With the start of the spring season there has been increased mowing activity due to the faster growth rate. Regular mowing and general vegetation control is being carried out by the airport's Grounds Maintenance contractor who now also mows all of the airside grassed areas following an agreement to exclude this from the workload of the TDC Parks and Reserves department.

### **Water mains installation**

TDC is currently undertaking a project to reroute and upgrade the water supply to the airport and has commenced work by trenching airside adjacent to the fence line to the south of Anzac Memorial Drive near the airport entrance.

Once the installation is complete the ground will be reinstated and grassed. It is estimated that the project will be complete by the end of October 2024.

## **Terminal**

### **Heating, Ventilation and Air Conditioning system (HVAC)**

Following the issues with the rupture of an expansion vessel on the hot water system, the contractor has been on site carrying out remedial works and making changes to the system, however, there is a delay in the shipment of the replacement tank. Therefore, this will be installed at a later date but in the meantime the temporary measures that were installed following the rupture of the tank will continue.

Whilst on site, the service provider also completed all the necessary six-month compliance checks as per the building schedule.

A building warrant of fitness has been produced and is displayed in the management office.

### **Terminal Water Meter**

Management has raised an issue with the terminal redevelopment team and the contractor regarding the outside water meter to the north of the terminal building. Now that the temporary fencing to the baggage make-up extension has been removed, the water meter is exposed to the general public and could easily be tampered with.

Following discussions between all parties, it became apparent that protection measures should have been carried out during the terminal build, therefore, it was agreed that the water team at TDC will arrange for a cage to be constructed around the water meter which will be locked to make it secure.

### **Building Management System (BMS)**

A Service Level Agreement has been set up with a software provider in terms of the service and maintenance of the mechanical side of the BMS system.

A service maintenance check was carried out in August which indicated that the BMS is working well with nothing to report.

### **Terminal automatic doors**

Management previously reported of the issues with the four sets of automatic doors, two landside and two airside, with doors not opening or closing correctly and trims coming off. This is of particular concern with the airside doors from a safety perspective.

The installer is now in the process of replacing the automated door operating units and to date has installed and upgraded the operating system to one set of landside doors. The remaining three sets will be programmed over the next few weeks.

This will provide a more robust operating mechanism and ensure the doors are working efficiently, alleviating the problems that have previously been experienced.

### **Taupō major events 2024**

With the Ironman 70.3 Worlds due 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 and passengers.

Management has been advised that there will be an additional 18 Air New Zealand movements during the period and space on the apron is already being booked by fixed based operators for private jet charters.

Further meetings are planned over the next few months with proposals for the event being analysed and refined to ensure that Taupō and the airport provides a great welcome to all the international and national competitors and visitors.

**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 14 August 2024 - Minutes [⇒](#)

**5.2 FINANCE REPORT**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

To receive the Summary Finance Report for the period ended 31 August 2024.

**WHAKAKAPINGA | CONCLUSION**

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

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the summary financial information for the period ended 31 August 2024.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Summary finance report period ended 31 August 2024 [⇒](#)

**5.3 CIVIL AVIATION AUTHORITY (CAA)**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

For the Taupō Airport General Manager to provide a Civil Aviation Authority update to the committee.

**NGĀ KŌRERORERO | DISCUSSION**

It has been ten years since the process began to modernise the Civil Aviation Act 1990 and Airport Authorities Act 1966 and combine both into one new piece of legislation called the Civil Aviation Act 2023.

The 2023 Act introduces a modern regulatory framework for airports which replaces the old airport authorities regime. This change reflects current regulatory thinking and the evolution of an airports' role within the transport system.

The new system of registration will be approved by the Secretary of Transport (the Secretary), making the process more streamlined by eliminating the need for an Order in Council.

Airport registration grants airport operators certain powers and obligations under the 2023 Act. An airport operator will need to be registered to exercise these powers, but this comes with its own set of obligations. These powers and obligations, for the most part, are transferred over from the Airport Authorities Act 1990. The powers of an airport operator include, but are not limited to, land acquisition, consultation on charges, price setting, information disclosure, leasing and making bylaws. These powers provide the operator with the flexibility and autonomy to manage the airport effectively.

The obligations on an airport operator ensure accountability and transparency. The obligations include consulting with the airport stakeholders on capital expenditure plans, spatial plans and regulatory airport spatial undertakings.

The Secretary is required to maintain a register of airports on the Ministry's website. Upon approval of the application by the Secretary and subsequent registration of the airport operator, the operator is then able to exercise the powers associated with the relevant obligations as an airport operator under the 2023 Act.

Existing airport authorities with a space requirement (mainly the airports with aviation security operations), as defined in section 218 of the 2023 Act, must apply for registration and submit their application no later than 5 January 2026.

Other airport authorities (regionals such as Taupō) have until 5 April 2030 to register as airport operators under the 2023 Act.

The Airport Authorities Act 1990 will continue to apply to existing airport authorities who are not registered until 5 April 2030, however, if an airport fails to register by this date, the airport will cease to be an airport 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

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

### TE PŪTAKE | PURPOSE

For the General Manager Taupō Airport to provide a master planning update to the committee.

### NGĀ KŌRERORERO | DISCUSSION

#### District Plan

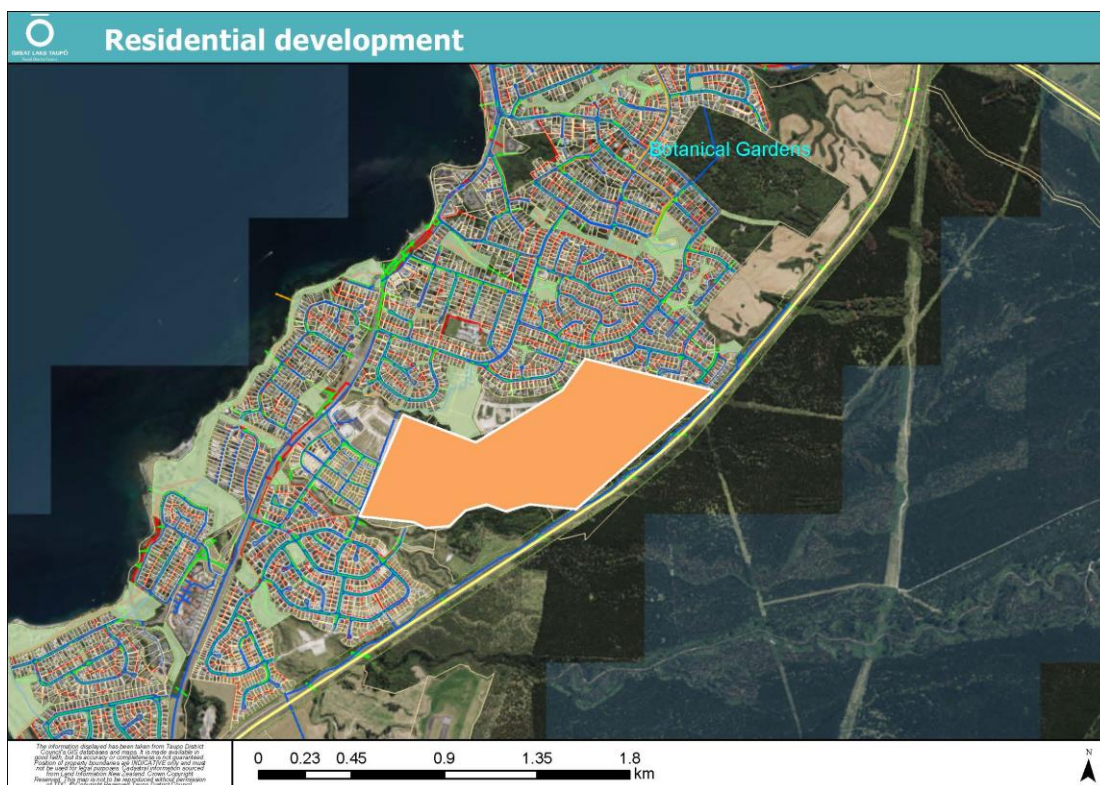
Committee members will be aware of concerns as to the current lack of information in the Taupō District Plan relating to the protection of airport operations. Management is working with two consultancy companies to assist with a review of what is required to ensure that the airport continues to provide a facility without operational constraints and to remain a key infrastructure asset for the region.

Further work is required from both technical and planning aspects and the TAA's planning consultant is arranging to lodge an Airport Designation with Council in November which will go out to public consultation along with other district plan designations.

Committee members will be updated in due course.

#### Sale of land south of Richmond Heights

Committee members will be aware that Council has agreed to progress an agreement with a development partner for a housing project on the East Urban Lands to the south of Richmond Heights as shown below.



Following concerns raised by management that the development was between 1,000m and 1,500m from the northern threshold of the sealed runway and directly beneath the aircraft take-off and landing fans, TAA's planning consultant drafted conditions which have been presented to the Council's Property team.

Following a meeting between management and the Council's Property team, there were concerns from Council that the additional costs imposed on the construction of the properties to cover the extent of the

sound proofing and insulation to properties within the 55dB noise contour would be too onerous as stage 1 of the development is mainly classed as affordable housing.

After further analysis, this area of the development is outside of the 55dB noise contour and, therefore, will not be subject to any additional noise attenuation measures.

However, with the development still being very close to the 55dB noise contour, requirements will be drafted in the consenting process to incorporate covenants that will impose restrictions on heights and prevent reverse sensitivity noise issues i.e. prevent a householder who has knowingly purchased a property near an airport complaining about the noise of aircraft operations.

Further meetings are being planned and members will be updated in due course.

**Airside business development**

Management has recently received interest from two parties regarding available lease sites for new hangar construction. In line with the current draft Master Plan, potential areas are being explored along with the opportunity to incorporate new infrastructure such as taxiways and hangar apron areas.

Members will be updated in due course.

**Solar power generation**

Following previous advice that management is investigating the construction of a solar field at the airport, there has been no further developments at this stage.

Members will be updated in due course.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

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

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.5 CAPITAL PROJECTS UPDATE**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

For the General Manager Taupō Airport to provide a capital projects update to the committee.

**NGĀ KŌRERORERO | DISCUSSION****Baggage Make-up Extension**

All of the structural construction work is now completed and the outside painted to match the main terminal building. Internal painting and electrical work are in progress and management is expecting completion early October.

The adjacent area (the location of the old terminal building) has been tidied with the ground levelled and seeded. A soak hole has been installed on the northern side of the terminal building and all the temporary security fencing has been removed.

The new 98m<sup>2</sup> extension 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. A new lease agreement with Air New Zealand (separate to the main terminal lease) has been drafted and will be effective once the airline takes occupation of the building as it becomes serviceable in early October.

**Apron Extension**

The project consists of the construction of a 3,200 square metre extension with asphalt surfacing to the south of the existing apron, complete with ground lighting and revised aircraft guidance markings to the new and existing apron areas. Upgraded and additional floodlighting has already been installed in conjunction with the terminal redevelopment to maintain security to parked aircraft.

Following approval by the Committee to award the project consultancy work to AECOM, the consultant has undertaken a preliminary site investigation, value engineering, soil testing, aircraft manoeuvring design check and produced contract documents for a closed tender of four contractors experienced in airport airside works.

Management has been working with the consultant to develop a Method of Works Plan which has been circulated to the commercial airlines and fixed based operators together with the local general aviation community. Due to the works being adjacent live operational areas, there will be restrictions in place with limited access, in particular for general aviation aircraft.

Safety will be paramount and it is essential that separation between aircraft and the working area is maintained. For the majority of the contract period, construction works should be able to proceed unhindered, however, works will be temporarily halted whilst aircraft are using the taxiway. This is due to the fact that when taxiing the aircraft wing tips will be over the construction zone.

During the week of the Ironman 70.3 Worlds championship in December 2024, when there will be additional commercial aircraft on the apron, it will be necessary to also cease construction works whilst the aircraft are being marshalled onto the gates.

The closing date for the tenders was 26 September 2024 and the tender evaluation team considered both price and non-priced attributes. A verbal update will be given to Committee members at the meeting.

It is noted that there is a hold point in the project timetable after the tender period to ensure that the construction costs are within the budget.

Management submitted a business case to the Ministry of Transport (MoT) for a potential 50% contribution from their appropriation funding, however, the response has not been positive. The Ministry's budget is limited and has to be allocated over five Joint Venture airports for essential aerodrome projects only. Committee members will be updated on progress.



**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the Capital Projects update.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.6 TENANTS AND LEASES UPDATE**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

For the General Manager Taupō Airport to provide a tenants and leases update.

**NGĀ KŌRERORERO | DISCUSSION****Airways New Zealand**

Management has received a draft Deed of Lease from Airways for the proposed DVOR site and has been reviewed in conjunction with TDC Legal. Comments have been returned to Airways and management is waiting on a response.

**Air New Zealand**

Air New Zealand has signed the lease agreement for the main terminal building and focus now turns to finalising the lease for the baggage make-up extension.

**General**

Members will be aware that TAA has been working in conjunction with Council regarding incorporating TAA leases and licences into the Councils' enterprise application software called CI Anywhere. This is part of the suite of products that Council are transitioning to under Project Quantum.

Management has now loaded the TAA's 50 leases/licenses into the software system including some of the associated documents. When being checked, it became apparent that some formatting changes would be necessary to align with legal terminology and this will be captured through continuous improvement in the system.

Work is still progressing, and further updates will be given to members in due course.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

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

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.7 AIRPORT JOINT VENTURE**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

For the General Manager Taupō Airport to provide an update on the airport joint venture.

**NGĀ KŌRERORERO | DISCUSSION**

Members will be aware that Taupō Airport is administered by Taupō District Council, 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.

Monthly meetings continue to be held between the MoT and management with discussions on:

- the redrafting of the Deed the Ministry's three-year appropriation fund for a share of capital expenditure and operational losses
- funding of ongoing airport capital projects
- aerodrome runway, taxiway and apron power and lighting

The Ministry is keen to work closer with the Joint Venture airports over the coming months and to continue with an open dialogue.

Committee members will be updated in due course.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the Airport Joint Venture update.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

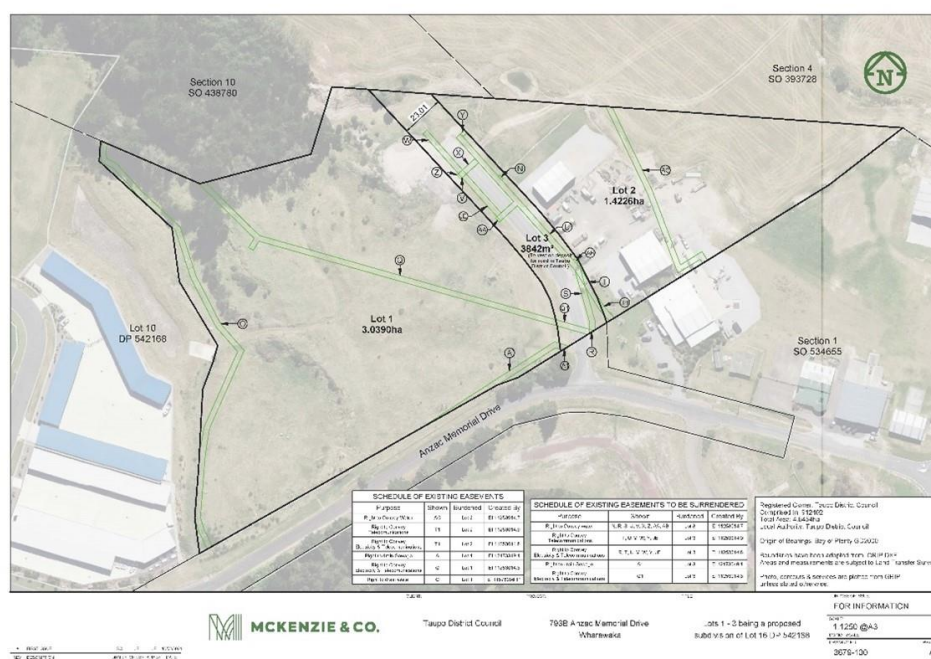
**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

For the General Manager Taupō Airport to provide the committee with a land management update.

Management and the TDC Property team are progressing plans for the future administration of the area of land to the north of Anzac Memorial Drive, shown as Lots 1 and 2 on the plan below. Both areas are currently managed by the Property team and there are two aviation related tenants on Lot 2 for which the Council receive rental income.

The proposal is to sub-divide the area and draw up a management agreement, whereby, TAA administer the land to the east of the stub access off Anzac Memorial Drive (Lot 2) and the Property team manage the area to the west (Lot 1).



TAA will take over the management of the two existing aviation tenants and will then be in a position to further develop this area as well as land to the north, which is designated for airport purposes under the Public Works Act, as part of the overall airport master plan.

The Property Team is proposing to develop Lot 1 and subdivide for industrial use. Any development within Lot 1 will be subject to consenting conditions to safeguard current and future airport operations.

It is hoped that an agreement will be reached and signed by both parties prior to the end of 2024.

Committee members will be updated in due course.

That the Taupō Airport Authority Committee receives the Land Management update.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.9 INCORPORATING THE TAUPŌ AIRPORT AUTHORITY**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

For the Taupō Airport General Manager to provide the committee with an Incorporation of Taupō Airport Authority update.

**NGĀ KŌRERORERO | DISCUSSION**

As a recap from previous meetings, Taupō Airport Authority (TAA) is the trading name for the Taupō Airport and is classed as a Council Controlled Organisation (CCO) as defined under the Local Government Act 2002. However, rather than being governed by an independent Board of Directors, is overseen by a Council Standing Committee consisting of two local Taupō business owners, two Councillors and the Mayor.

With the view of Committee members being that TAA would best fit an incorporated model governed by an independent Board of Directors, it was agreed that the matter needs to be addressed by full Council.

Therefore, management has arranged for a Council workshop to be held on 31 October 2024 at which the airport general manager and Committee Chair will present a proposal to incorporate Taupō Airport Authority under an independent Director governance structure.

Management will circulate the workshop presentation prior to the meeting for Committee member's comments.

Management has recently been in discussion with the MoT on the proposal to incorporate TAA as a separate legal entity and has received a favourable response from the Ministry. At this stage the MoT do not see any impediment to the proposal and would be willing to fully support the transition.

**WHAKAKAPINGA | CONCLUSION**

It is recommended that the Taupō Airport Authority Committee receives the Incorporation of Taupō Airport Authority update.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the Incorporation of Taupō Airport Authority update.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.10 AIRWAYS NEW ZEALAND - AIRPORT POWER AND LIGHTING**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

For the General Manager Taupō Airport to provide an update to the committee on the Airways New Zealand - airport power and lighting.

**NGĀ KŌRERORERO | DISCUSSION**

Airways New Zealand is a Government State-Owned Enterprise and is an air navigation service provider responsible for ensuring the safe travel of all aircraft through the airspace over the country.

As well as controlling aircraft in the air, Airways also provides power and lighting on the ground in the form of runway, taxiway and apron edge lighting plus controllers, back-up generators and an extensive network of cabling around the airports. Whilst this is the case at most airports in New Zealand, there are some which control their own power and lighting, mainly the international airports.

Members have previously been advised that Airways have approached both management and the MoT to discuss divestment of their assets at the JV airports as a project called Airport Power and Lighting Exit (APLE).

Following a meeting between Airways, the MoT and three of the JV airports (Taupō, Whakatāne and Whanganui) it was decided to investigate the proposal in more depth on the understanding that this did not constitute a binding agreement at this stage.

At the current time all three parties have signed a non-disclosure agreement and the JV partners are waiting to receive information from Airways on their existing charging regime, maintenance costs and asset condition and valuation.

Currently Airways charge the airlines directly for the power and lighting service at aerodromes (varies depending on the category of airport), however, this would be removed from their charging and would have to be recovered by the airports through inclusion in the landing charge fee.

Committee members will be updated in due course.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the Airways New Zealand airport power and lighting update.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.11 REGIONAL CONNECTIVITY**

**Author:** Wayne Wootton, General Manager Taupō Airport

**Authorised by:** Warrick Zander, General Manager Strategy and Environment

**TE PŪTAKE | PURPOSE**

To receive the information about the regional connectivity.

**NGĀ KŌRERORERO | DISCUSSION**

New Zealand Airports Association (NZAA) has recently been working with a small team of several airport Chief Executives regarding the future of regional airports and in particular being able to fully-fund aging infrastructure and the ability to increase existing commercial movements or open up new regional connections.

TAA management has been included in the project team and has been contributing to ongoing sector and government discussions about regional connectivity and the health of the domestic air transport network.

There have been longstanding concerns as to the viability of domestic air routes critical to the economic and social wellbeing of regional communities. These concerns were captured by NZAA's 2017 publication Linking the Long White Cloud (attached), which highlighted the need for a funding solution for non-commercial airports which struggle to maintain their essential functions on a user-pays basis.

These concerns have been heightened more recently due to increasing cost pressures on both airports and airlines which has been exacerbated by increases to government agency fees and levies. It is apparent that Air New Zealand is reviewing elements of its network, and some small regional airlines are seeking support to keep their operations going.

In March this year, airports canvassed regional connectivity issues at the NZAA Forum with Hon Mark Patterson, Associate Minister for Regional Development and again at the Regional Airport Summit with Hon Simeon Brown, Minister of Transport, in April. There have also been ongoing discussions with government agencies throughout the year.

More recently in late September, a group of airports met with Hon Shane Jones, Minister for Regional Development, and a number of follow up actions were agreed from this meeting, including providing a list of priority issues for the Minister on airport infrastructure challenges.

NZAA is working with government agencies as they develop advice on regional connectivity and potential areas for government support. Management will ensure that ongoing opportunities for Taupō Airport will feed into this process.

Committee members will be updated in due course.

**WHAKAKAPINGA | CONCLUSION**

It is recommended that the Taupō Airport Authority Committee receives the information about regional connectivity.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the regional connectivity information.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Linking the Long White Cloud - Position Paper [↗](#)



## 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 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  | Plain English reason for passing this resolution in relation to each matter  |
|---|--|---|--|
| <b>Agenda Item No: 6.1</b><br>Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 12 August 2024    | Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons<br>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  | 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. |
| <b>Agenda Item No: 6.2</b><br>Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 30 September 2024 | Section 7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied<br>Section 7(2)(c)(ii) - the withholding of the information is necessary to protect information | 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 | There is a public interest in having public excluded discussions between Committee members in relation to the audit. The final Silks Audit report to governance will be released from confidence in due course.              |

|  |   |   |  |
|--|---|---|--|
|  | which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest   |   |  |
| <b>Agenda Item No: 6.3</b><br>Finance Update for period ended 31 August 2024               | Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons<br>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 | 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. |
| <b>Agenda Item No: 6.4</b><br>Ministry of Transport – divestment of share of Joint Venture | Section 7(2)(h) - the withholding of the information is necessary to enable [the Council] to carry out, without prejudice or disadvantage, commercial activities<br>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)   | 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 matter concerns negotiations with the Ministry of Transport regarding a potential divestment of its share of the joint venture with the Council.   |

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]*.