

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 2 DECEMBER 2024 AT 1.00PM**

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

IN ATTENDANCE: General Manager Strategy and Environment (W Zander), General Manager Airport (W Wootton), Airport Operations Manager (K Gard), Finance Business Partner (D Klue), Senior Solicitor (K Hollman), Communications Specialist (A Taylor), Governance Quality Manager (S James)

MEDIA AND PUBLIC: Nil

1 KARAKIA

2 WHAKAPĀHA | APOLOGIES

TAA202412/01 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Mr Chris Grace

That the apology received from His Worship the Mayor, David Trewavas be accepted.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202412/01 above.

3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST

Nil

4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES

4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 14 OCTOBER 2024

TAA202412/02 RESOLUTION

Moved: Mr Chris Grace

Seconded: Cr Yvonne Westerman

That the minutes of the Taupō Airport Authority Committee meeting held on Monday 14 October 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 TAA202412/02 above.

5 NGĀ RIPOATA | REPORTS

5.1 OPERATIONS UPDATE

The Airport Operations Manager provided an update to the Committee about airport operations. The following points were noted:

- The Council water main replacement project was nearing completion.
- The first cropping of the financial year had been completed. The crop was not bailed for later collection but immediately transported off site. The contractor had advised it was a good harvest. Another cut was scheduled for early in the New Year.
- Civil Aviation Authority (CAA) signage had been updated in accordance with CAA instructions. Existing signage had been reused to keep costs down.
- The UAV (drone) application trial would 'go live' on 5 December 2024. This would involve a switch from the Taupō Airport website to the drone platform. Six airports were taking part in the three-month trial. There was no cost for the trial.
- The Taupō Airport Safety User Group had met on 20 November 2024. Minutes would be circulated to members once available.
- The Sky Cats Boogie parachute event was scheduled to take place at Taupō Airport 6-8 December 2024. The grass runway would be closed for the event. There would be no interference with scheduled flights, separation rules would apply. General aviation aeronautical charges would be paid.
- Regular airport users were parking aircraft in the area adjacent to the grass runway. This was a temporary solution while the apron extension project was underway.
- HVAC remedial works were complete and the GHD audit report would be issued before the end of the year.
- The annual Taupō Airport User Group meeting was scheduled to take place at 6pm on 9 December 2024.
- The Tūrangi aerodrome lease was due to expire in February 2025.
- Airport staff were working with Council events staff to ensure visitors had an enjoyable experience while travelling to and from the VinFast IRONMAN 70.3 World Championship taking place in Taupō on 14 and 15 December 2024. Air New Zealand had scheduled additional flights in and out of Taupō over a 10 day period to accommodate additional demand generated by IRONMAN competitors and supporters. The apron extension project contractor would pause works at times to avoid any conflicts with scheduled flights.
- Passenger numbers had been increasing prior to the Sounds Air withdrawal from Taupō. General aircraft movements were down 11% but revenue was holding steady compared to last year.

TAA202412/03 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 TAA202412/03 above.

5.2 FINANCE REPORT FOR THE PERIOD ENDED 31 OCTOBER 2024

The Finance Business Partner summarised the information set out on the agenda in relation to Taupō Airport finances. She added that the Council rates invoice had been received and was higher than budget, so there would be a \$16k discrepancy on the rates line at year end.

In answer to questions, the Finance Business Partner advised that:

- The airport still needed to repay \$100k of the loan from Taupō District Council. The General Manager Airport added that the loan was due to be repaid in 2027.
- Payments had not yet been processed to Fulton Hogan for the apron extension project.

TAA202412/04 RESOLUTION

Moved: Mr Chris Grace

Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives:

1. The Taupō Airport Authority summary finance report for the period ended 31 October 2024; and
2. The Taupō Airport Authority October 2024 financial report.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202412/04 above.

5.3 CAPITAL PROJECTS UPDATE

The General Manager Airport provided an update about capital projects at Taupō Airport, with points noted as follows:

- The baggage make-up extension to the northern end of the terminal was completed in October.
- The rolling programme for boundary fencing was in the Statement of Intent for the next three years. Fencing to the south would be replaced first. This was an extensive length of 1.2m high fencing and costs would be shared 50:50 with the Ministry of Transport.
- The gate to airside was also due to be replaced and the new gate would be automated.
- The apron extension project was on track to finish by Christmas 2024.

TAA202412/05 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Cr Yvonne Westerman

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 TAA202412/05 above.

5.4 INCORPORATING THE TAUPŌ AIRPORT AUTHORITY

The General Manager Airport explained that he would work with the General Manager Strategy and Environment to obtain advice from corporate and aviation lawyers Ford Sumner. This was expected to cost \$50-60k. The current structure was still not well understood, so Ford Sumner would clarify that so progress considering options could be made.

TAA202412/06 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Mr Chris Grace

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202412/06 above.

5.5 REGIONAL INFRASTRUCTURE FUND

The General Manager Airport was working with the Kānoa – Regional Economic Development and Investment Unit (RDU) at the Ministry of Business, Innovation and Employment to explore possible funding applications for the Taupō Airport. The RDU would consider projects with a value of \$5m to \$10m and loans would be able to be paid back over a long period of time. Discussions would continue and the Taupō Airport Authority would be kept updated.

TAA202412/07 RESOLUTION

Moved: Cr Yvonne Westerman

Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the Regional Infrastructure Fund update.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202412/07 above.

5.6 CAR PARKING CHARGES REVIEW 2025

Members considered options for car parking charges at Taupō Airport.

In answer to questions, the General Manager Airport advised that:

- Visitors did use the car park and parking in surrounding areas outside the car park was not an issue.
- It was necessary to charge for parking to pay for the operations, any damages and asset depreciation.
- The airport had trialled free lunchtime parking in the past, but not many people had taken advantage of the offer.
- The charges would still be below the average of other regional airports if the Committee approved the recommended increases.

Members decided to approve increases of \$1 on hourly rates up to 6 hours, with a day charge of \$16 for up to three days and then \$14 per day afterwards.

TAA202412/08 RESOLUTION

Moved: Cr Duncan Campbell

Seconded: Mr Chris Grace

That the Taupō Airport Authority Committee approves Taupō Airport car parking increases of \$1.00 increase on hourly rates up to 6 hours, day charge of \$16.00 up to 3 days and then \$14 per day afterwards, effective 1 January 2025.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202412/08 above.

6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS

TAA202412/09 RESOLUTION

Moved: Mr Chris Johnston
 Seconded: Mr Chris Grace

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 - 14 October 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 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,</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>These matters were considered with the public excluded because of the following reasons: The financial information is presented at a granular level and includes employee costs Negotiations with the Ministry of Transport</p>

	negotiations (including commercial and industrial negotiations)		
Agenda Item No: 6.2 Ministry of Transport Joint Venture	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	It is necessary for the Committee to consider this item with the public excluded, because it relates to confidential matters being considered by the Ministry of Transport in relation to the joint venture with Taupō District Council
Agenda Item No: 6.3 Regional Connectivity	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)	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	It is necessary to consider this item with the public excluded to enable the Committee to consider potential commercial activities and negotiations in relation to regional connectivity

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202412/09 above.

The meeting closed at 1.53pm.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee Meeting held on 24 February 2025.

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CHAIRPERSON