

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 24 FEBRUARY 2025 AT 1.30PM**

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), Airport Safety Manager (S Petersen), Finance Business Partner (D Klue), Governance Quality Manager (S James)

MEDIA AND PUBLIC: One member of the public

1 KARAKIA

The General Manager Strategy and Environment recited the Taupō District Council opening karakia.

2 WHAKAPĀHA | APOLOGIES

TAA202502/01 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 TAA202502/01 above.

3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST

Nil

4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES

4.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 2 DECEMBER 2024

TAA202502/02 RESOLUTION

Moved: Mr Chris Grace

Seconded: Cr Yvonne Westerman

That the minutes of the Taupō Airport Authority Committee meeting held on Monday 2 December 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 TAA202502/02 above.

5 NGĀ RIPOATA | REPORTS

5.1 OPERATIONS UPDATE

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

- The Council water main replacement project was nearing completion. There had been a couple of planned water outages whilst the contractor was provisioning for water mains under ANZAC Memorial Drive.
- Originair's inaugural flight between Wellington and Taupō on 17 February 2025 was a success. Marketing was ongoing, as it was important to continue to raise awareness of the availability of flights between Taupō and Wellington three times per week. Pricing was competitive at lead-in fares of \$99 one way. If the service was well-used, there was the potential to increase the frequency to six flights per week. Originair also offers connections to Westport and Nelson.
- The UAV (drone) AirShare free trial had been extended for a further six months. The application was easy to operate and visibility was good. On the whole, the feedback from operators had been positive.
- An Airport Safety Group meeting was held on 12 February 2025. Items of interest included open items awaiting Civil Aviation Authority response; discussion about the safety component of the apron extension project; and ongoing wildlife control.
- The Taupō Airport Safety Manager had met with Originair's Safety Manager to discuss the diversity of the airspace and the various airport users. That information would be passed on to Originair flight crews.
- A ladies skydiving event at Taupō airport was planned for 6 March 2025.
- There had been one occurrence of an unauthorised UAV over Taupō. Public education about the use of these devices would continue.
- The Aeronautical Information Publication (AIP) would be updated with new markings and information relating to the remarking of the apron area following the surface treatment project.
- Most of the timber from the three gum trees removed landside had been taken away. There were a few stumps remaining and then a final tidy-up of the area would be done.
- The Taupō Airport Authority presented to the annual Airport Users Group meeting on 9 December 2024, with several topics being covered. The Chairperson asked for an invitation to future annual user group meetings to be sent to Taupō Airport Authority Committee members.
- The final inspection of the Tūrangi aerodrome by Taupō Airport Authority had been carried out ahead of the sub-licence with the aeroclub expiring on 27 February 2025 and the Council's lease with the land owner expiring on 28 February 2025.

The General Manager Airport concluded the update with a summary of recent passenger and aircraft movements.

TAA202502/03 RESOLUTION

Moved: Mr Chris Johnston

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 TAA202502/03 above.

5.2 FINANCE REPORT FOR THE PERIOD ENDED 31 DECEMBER 2024

The Finance Business Partner gave a brief overview of finances for the period and answered questions of clarification, with input from the General Manager Airport.

TAA202502/04 RESOLUTION

Moved: Mr Chris Grace

Seconded: Mr Chris Johnston

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/04 above.

5.3 APPROVAL AND ADOPTION OF THE INTERIM 6 MONTH FINANCIAL STATEMENTS TO 31 DECEMBER 2024**TAA202502/05 RESOLUTION**

Moved: Cr Yvonne Westerman

Seconded: Mr Chris Grace

That the Taupō Airport Authority Committee approves and adopts the Interim 6-month Financial Statements to 31 December 2024.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/05 above.

5.4 TAUPŌ AIRPORT AUTHORITY DRAFT STATEMENT OF INTENT 2025 - 2028

The General Manager Airport explained that the draft Statement of Intent would be sent to Council and the Ministry of Transport for review. The Committee Chairperson observed that the Statement of Intent including proposed capital projects aligned to the airport master plan.

In response to a question, the General Manager Airport advised that an asset management plan for the airport needed to be developed. He added that there was a mix between Taupō Airport Authority and Taupō District Council owned assets.

In response to another question, the General Manager Airport explained that the Ministry of Transport would only contribute funding for essential airside projects that were required to comply with the aerodrome operating certificate.

Members agreed to approve the draft Statement of Intent, with one amendment, being the replacement in Section 5.5 Governance Structure Review from “.....repositioning TAA from a Standing Committee of Council to a full Council Controlled Organisation structure” with “.....repositioning TAA from a Standing Committee of Council to a Council Controlled Trading Organisation (CCTO)”.

TAA202502/06 RESOLUTION

Moved: Mr Chris Grace

Seconded: Mr Chris Johnston

That the Taupō Airport Authority Committee receives and approves the Draft Statement of Intent 1 July 2025 to 30 June 2028, as amended to replace in Section 5.5 Governance Structure Review “.....repositioning TAA from a Standing Committee of Council to a full Council Controlled Organisation structure” with “.....repositioning TAA from a Standing Committee of Council to a Council Controlled Trading Organisation (CCTO)”.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/06 above.

5.5 TAUPŌ AIRPORT AUTHORITY CAPITAL PROJECTS UPDATE

The General Manager Airport summarised the report on capital projects, including the apron extension; apron surface treatment; and boundary fencing. He answered questions, with input from the Airport Operations Manager. Additional points were noted as follows.

Apron extension

- The project was a success, with the main challenge being transport of asphalt from Hamilton, but that was resolved and the end product was very good.
- Grass reseed around the perimeter of the new works was being planned for later in the year when growing conditions would be more favourable. Aircraft could relocate to the new General Aviation (GA) grass parking area in the meantime.

Apron surface treatment

- Management would meet with the contractor the following week and discussions would include plans for phasing the work to enable apron operations to continue throughout.
- The work would probably be done in three or four phases and the material would require warm temperatures to cure, so would be done during daylight hours.
- Once complete, the apron area would be remarked.

Boundary fencing

The project was underway and a lot of rock had been encountered.

Cropping

Council had agreed a new contract with the current airport contractor to crop 40ha of Council land on the south side of the airport southern boundary fence. It was hoped that the contractor will crop again as part of the airport contract before the end of the season.

TAA202502/07 RESOLUTION

Moved: Cr Yvonne Westerman

Seconded: Cr Duncan Campbell

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 TAA202502/07 above.

5.6 DISTRICT PLAN NOTICE OF REQUIREMENT

The General Manager Airport advised that the District Plan notice of requirement would be submitted to Council the following day (24 February 2025). The process would include public consultation, hearing of submissions and an appeal period.

The General Manager Strategy and Environment added that a chronological timeline of the process would be provided to members at the next Committee meeting.

TAA202502/08 RESOLUTION

Moved: Mr Chris Grace

Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the District Plan notice of requirement update.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/08 above.

5.7 REGIONAL INFRASTRUCTURE FUND

The General Manager Airport advised that he had met with the New Zealand Airports Association, which was also involved in discussions with the Ministry of Business, Innovation and Employment (MBIE)'s Kānoa team.

TAA202502/09 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the regional infrastructure fund information.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/09 above.

5.8 PROPOSED LAND SUBDIVISION AT TAUPŌ AIRPORT

The General Manager Airport provided an update on the proposal to subdivide land at Taupō airport, and answered questions. The following points were noted:

- The documents were ready to sign, but it was unclear whether any conditions would be in place.
- Once signed, Taupō Airport Authority could take over Lots 50, 51 and 52, which would open up access to the area beyond and enable development to occur in accordance with the airport master plan.
- The helicopter extension area could be developed once the District Plan change process was complete. Noise levels would be monitored and solutions identified if required.

TAA202502/10 RESOLUTION

Moved: Cr Yvonne Westerman

Seconded: Mr Chris Grace

It is recommended that the Taupō Airport Authority Committee receives the land subdivision information.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/10 above.

5.9 TAUPŌ AIRPORT AUTHORITY CORPORATISATION

The General Manager Airport reported that Ford Sumner's legal advice had been received. He provided a summary of the advice and answered questions.

The following points were noted:

- The advice confirmed that Taupō airport was a Council Controlled Organisation but would be required to be a Council Controlled Trading Organisation if a separate entity was established.
- Existing Taupō Airport Authority Committee members could not automatically be transferred to a new governance structure (board of directors). The new structure would not include elected members. It would be very important to appoint the right people with the appropriate mix of skills required to govern the airport. It would also be important to ensure controls were in place to manage conflicts of interest.
- If the process was started in one month's time, it could be completed by the local government elections in October 2025.
- The process would include a two-month consultation period.
- Council would need to consider whether to commence the process, and timeframes.
- Whether or not the joint venture would continue would be clarified via the process.
- The Ministry of Transport had indicated its support for a change in governance structure, but also that the Ministry would want input into the appointment process.
- Accounting advice would also need to be obtained, particularly in relation to the treatment of Taupō Airport Authority's tax credits.

The General Manager Strategy and Environment and the General Manager Airport would continue to discuss the matter and provide further updates to the Committee in due course.

TAA202502/11 RESOLUTION

Moved: Mr Chris Johnston

Seconded: Cr Yvonne Westerman

That the Taupō Airport Authority Committee receives the Taupō Airport Authority corporatisation update.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/11 above.

5.10 TŪRANGI AERODROME

The General Manager Airport summarised the report. The following points were noted during questions, answers and related discussion:

- A private operator had come forward to become the new named operator of the non-certified Tūrangi aerodrome from 1 March 2025. Those details had been passed on to the Civil Aviation Authority. The last inspection report had been provided to the proposed named operator.
- Taupō Airport Authority had no involvement with leasing arrangements at the Tūrangi aerodrome. The land would be transferred back to family members in June 2025. Until then, Council and the Taupō Airport Authority would assist by mowing the airstrip; helping to change the named operator; and providing information.

TAA202502/12 RESOLUTION

Moved: Mr Chris Grace

Seconded: Mr Chris Johnston

That the Taupō Airport Authority Committee receives the update about the Tūrangi aerodrome.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/12 above.

6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**TAA202502/13 RESOLUTION**

Moved: Mr Chris Grace

Seconded: Mr Chris Johnston

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
Agenda Item No: 6.1 Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 2 December 2024	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, 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 confidential portion of the minutes of the Taupō Airport Authority Committee meeting held on 2 December 2024 contain summaries of discussions about the Ministry of Transport Joint Venture and potential commercial activities and negotiations relating to regional connectivity. The minutes are retained in confidence because discussions about these matters are ongoing.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202502/13 above.

The meeting closed at 3.23pm.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee Meeting held on 28 April 2025.

.....
CHAIRPERSON