

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING
HELD AT THE TAUPŌ AIRPORT, ANZAC MEMORIAL DRIVE, TAUPŌ
ON MONDAY, 23 FEBRUARY 2026 AT 1.30PM**

- PRESENT:** Mr Chris Grace (in the Chair), Mayor John Funnell (until 3.58pm), Cr Duncan Campbell, Cr Steve Manunui, Mr Bryan Field (Ministry of Transport Observer), Mr Barry Payne (Taupō Airport User Group Observer)
- 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), Communications Specialist (A Taylor), Committee Advisor (D Periam)
- MEDIA AND PUBLIC:** One member of the public

Note: (i) *The General Manager Strategy and Environment opened and closed the meeting with a karakia.*

(ii) *Items were considered in the following order: 1, 5.1, 2, 3, 4, 5.2-5.12, 6*

1 KARAKIA

2 WHAKAPĀHA | APOLOGIES

Nil

3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST

Mayor John Funnell was a lease holder at the Taupō Airport, he would abstain from voting if anything pertaining required it.

4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES

Nil

5 NGĀ RIPOATA | REPORTS

5.1 ELECTION OF A TEMPORARY CHAIRPERSON

The General Manager Strategy and Environment introduced himself and summarised the report. He clarified that the Chairperson was for this meeting only and a Chairperson for the remainder of the 2025-28 Triennium would be appointed at the next meeting.

TAA202602/01 RESOLUTION

Moved: Mayor John Funnell
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee:

1. Confirms that System B be used to determine the election process for the Chairperson; and
2. Elects Chris Grace as the Chairperson of this meeting of the Taupō Airport Authority Committee.

CARRIED

Note: *All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/01 above.*

5.2 WELCOME TO THE TAUPŌ AIRPORT AUTHORITY COMMITTEE

The Committee Advisor summarised the report.

TAA202602/02 RESOLUTION

Moved: Mayor John Funnell
Seconded: Mr Chris Grace

That the Taupō Airport Authority Committee receives the information provided to support members in their role for the 2025-28 Triennium.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/02 above.

5.3 OPERATIONS UPDATE

The Airport Operations Manager summarised the report and the following points were expanded on:

Emergency Management Bill (No. 2)

In answer to a question, it was explained that the closest airport that was an Essential Infrastructure Provider was Rotorua.

NZ Aeronautical information publication (AIP) review

The Airport Safety Manager explained that the purpose of the review was to look at what was available and make the environment as safe as possible for all customers and operators.

WorkSafe assessment

The assessment would focus on how the pressurised fuel tanker was housed, parked and contained.

In answer to questions, it was explained that there were a number of fuel tankers on site owned by airport tenants. Some tankers were not stored at the airport but were brought in to refuel aircraft.

DVOR navigational aid

The DVOR was a modern navigation system and would act as a backup for navigation if GPS was not possible i.e. due to solar storms.

In answer to questions, the following was explained:

- Airways were replacing nine navigation systems around the country due to ageing infrastructure
- The land would be leased from TAA

Anzac Memorial Drive drainage works

In answer to a question, it was explained that the Ministry of Transport (MoT) was not responsible for Anzac Memorial Drive as it was a private road with public access and maintenance was the responsibility of TAA.

Obstacle limitation surfaces (OLS)

44 obstacles were identified which was mainly vegetation (trees). It was explained that if TAA removed anything under the OLS then it would be at their cost however if there was a district plan change then it would become the landowners' cost.

Airport safety group

Airport safety group meetings are in compliance with the CAA operating certificate and involve the local aviation community. All discussions at the meetings were noted and acted upon as necessary in accordance with CAA compliance.

CCTV enhancements

In answer to a question, the CCTV was continuously recording and roughly a month's worth of footage was

stored at any one time. Currently, CCTV was reviewed often due (roughly weekly) to various incidents.

Passengers

TAA was continuing to work with New Zealand airports regarding regional connectivity. The Taupō Airport User Group Observer expressed his compliments to the TAA management team and explained that he had been flying for many years in and out of many provincial airports and Taupō Airport was one of the safest airports.

TAA202602/03 RESOLUTION

Moved: Cr Duncan Campbell

Seconded: Cr Steve Manunui

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

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/03 above.

5.4 FINANCE REPORT FOR THE PERIOD ENDED 31 DECEMBER 2025

The Finance Business Partner summarised the report. In answer to a question it was explained that the Ministry of Transport (MoT) contributed financially to airside capital expenditure, anything landside the Taupō Airport Authority (TAA) and Council funded. Any Airport operational losses were shared between the MoT and the Council.

TAA202602/04 RESOLUTION

Moved: Cr Duncan Campbell

Seconded: Cr Steve Manunui

That the Taupō Airport Authority Committee receives the Taupō Airport Authority Finance Report for the period ended 31 December 2025.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/04 above.

5.5 APPROVAL AND ADOPTION OF THE INTERIM 6 MONTH FINANCIAL STATEMENTS TO 31 DECEMBER 2025

The Finance Business Partner summarised the report and explained that profits were mainly lower due to ad hoc repairs and depreciation.

In answer to questions, the following was explained:

- The carpark covered operational costs however not depreciation of the carpark assets
- The statistics of people using the carpark has been pretty consistent despite changes to available flights
- The current agreement with the carparking provider would terminate at the end of 2027.

TAA202602/05 RESOLUTION

Moved: Cr Steve Manunui

Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee approves and adopts the Interim 6-month Financial Statements to 31 December 2025.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/05 above.

5.6 TAUPŌ AIRPORT AUTHORITY DRAFT STATEMENT OF INTENT 1 JULY 2026 - 30 JUNE 2029

The General Manager Airport explained that a Statement of Intent (SOI) was completed every year for the next three year period. The SOI explained how the Taupō Airport Authority (TAA) would operate over the next three years. The draft SOI would go to shareholders by 1 March 2026, this would allow them the chance to make comments and the final would be completed by 30 June 2026.

In answer to questions, the following was clarified:

- With regards item 6.3 of the draft SOI, there was \$100k budgeted per year for development
- The runway surface treatment project was scheduled to be reviewed the following day. If it was determined that it was not needed to be completed currently, this would be deferred and a full resurface would be completed in maybe five years' time
- At the moment, forecasting was done about four years ahead with a goal to begin forecasting ten years ahead. Ministry of Transport (MoT) Observer explained that MoT would like to move towards a ten year asset management plan with a focus on what the MoT were involved in as this would allow them to forecast costs and have more certainty.
- Establishing the airport as a Council Controlled Trading Organisation (CCTO) could be more expensive at the start however in the long run, it would save on costs.
- If the airport became a CCTO, the MoT would still be involved as a joint venture partner and would have more input into the airport board composition.

TAA202602/06 RESOLUTION

Moved: Cr Steve Manunui
Seconded: Mayor John Funnell

That the Taupō Airport Authority Committee receives and approves the Draft Statement of Intent 1 July 2026 to 30 June 2029.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/06 above.

5.7 TAUPŌ AIRPORT AUTHORITY CAPITAL PROJECTS UPDATE

The General Manager Airport summarised the report. In answer to a question, the General Manager Airport explained that it was mainly general aviation aircraft who used the parallel taxiway as the commercial aircraft backtrack down the main runway.

TAA202602/07 RESOLUTION

Moved: Cr Duncan Campbell
Seconded: Cr Steve Manunui

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 TAA202602/07 above.

5.8 DISTRICT PLAN NOTICE OF REQUIREMENT AND PRIVATE PLAN CHANGE

The General Manager Airport summarised the report. It was explained that \$150,000 had been included in the draft Statement of Intent as a precaution if the private plan change had to go to a hearing.

TAA202602/08 RESOLUTION

Moved: Mayor John Funnell
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the District Plan Notice of Requirement and Private Plan Change update.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/08 above.

5.9 NEW ZEALAND AIRPORTS

The General Manager Airport summarised the report.

TAA202602/09 RESOLUTION

Moved: Mayor John Funnell
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the New Zealand Airports information.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/09 above.

5.10 JOINT VENTURE AIRPORTS

The General Manager Airport summarised the report. In answer to a question, the Ministry of Transport Observer explained that Taupō Airport was doing well in terms of finances, he noted that there were challenges for all the Joint Venture Airports (JVA) and it varied from airport to airport. MoT were trying to become more formal and structured in engaging with the airports and they were working on continuity. He explained that in principle MoT supported regional connectivity.

TAA202602/10 RESOLUTION

Moved: Mayor John Funnell
Seconded: Cr Duncan Campbell

That the Taupō Airport Authority Committee receives the Joint Venture airport information.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/10 above.

5.11 LAND TO THE WEST OF THE AIRPORT

The General Manager Airport summarised the report.

TAA202602/11 RESOLUTION

Moved: Mayor John Funnell

Seconded: Cr Steve Manunui

That the Taupō Airport Authority Committee receives the land to the west of the airport information.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/11 above.

5.12 TAUPŌ AIRPORT CAR PARKING CHARGES

The General Manager Airport summarised the report and in answer to a question explained that there had not been a noticeable decrease in users of the carpark even after the Wellington service stopped.

TAA202602/12 RESOLUTION

Moved: Cr Duncan Campbell

Seconded: Cr Steve Manunui

That the Taupō Airport Authority Committee receives the Taupō Airport car parking charges information.

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/12 above.

6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**TAA202602/13 RESOLUTION**

Moved: Mayor John Funnell

Seconded: Cr Steve Manunui

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 Leases and contracts	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 exclude the public to enable the Committee to receive information relating to Taupō Airport ground leases, including rental costs.

<p>Agenda Item No: 6.2 Ruapehu Aviation</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>It is necessary to exclude the public to enable the Committee to receive information relating to Ruapehu Aviation.</p>
<p>Agenda Item No: 6.3 Business Development Airside</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 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>It is necessary to exclude the public for consideration of this item, as the report contains commercially sensitive information provided by businesses considering development opportunities at Taupō Airport</p>
<p>Agenda Item No: 6.4 Business Development Landside</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 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>It is necessary to exclude the public for consideration of this item, as the report contains commercially sensitive information provided by businesses considering development opportunities at Taupō Airport</p>

CARRIED

Note: All members present at the Taupō Airport Authority Committee meeting voted in favour of resolution TAA202602/13 above.

The meeting closed at 4.05pm.

The minutes of this meeting were confirmed at the Taupō Airport Authority Committee Meeting held on 18 May 2026.

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CHAIRPERSON