

PERSON SPECIFICATION / EXPRESSION OF INTEREST

DIRECTOR, QUEENSTOWN AIRPORT CORPORATION LIMITED ('QAC')

Purpose

This statement has been prepared to assist candidates who may be considering expressing interest in a role as a director of the Queenstown Airport Corporation and will also be used by the Queenstown Lakes District Council in selecting the most appropriate candidate.

Current Vacancy

An existing director of the QAC retired from the Board in February 2023.

The QAC is a council controlled trading organisation (CCTO) owned by the QLDC (75.01%) and Auckland International Airport Ltd (24.99%). A CCTO is governed by the relevant provisions of the Local Government Act 2002 (LGA) and as such is required to operate profitably and along commercial lines. Please refer here to the LGA (Section 57 Appointment of Directors).

QLDC recognises the airport as an important instrument in both promoting economic development and providing residents and visitors with a gateway to and from the Southern Lakes and Aotearoa New Zealand and beyond. That objective remains a fundamental goal of the Council and is a fundamental reason for ongoing Council majority ownership of the airport. QLDC also acknowledges QAC's mission to "proudly connect our home with New Zealand and the world", and its vision to be "an innovative airport that people love to travel through, and the community takes pride in".

The Council expects the airport to act as a 'good corporate citizen'. This covers a broad range of issues such as noise, urban design, energy conservation, transportation planning, responding and adapting to our changing climate, and growth management. Further information on these issues can be found on the Council website (www.qldc.govt.nz).

The QAC fully supports Council's ambitious target to be the world's first carbon zero tourism destination under the banner "Travel to a thriving future". Planning for and enabling the decarbonisation of aviation is core to QAC's Sustainability Strategy and long-term planning, and will be critical to achieving this bold ambition.

Refer to the company's statement of intent for further detail.

The Role of Director

The Director will be selected based on a recommendation by the Governance Subcommittee to Full Council (Public Excluded). The successful candidate will be subsequently announced publicly. The selection aims to ensure that a Council company board contains the skills necessary to enhance the company's sound performance and the board's interaction and operation.

In general terms, we look for people with a certain level of underlying skills such as financial literacy, good communication, strategic awareness, and an ability to take a wide perspective on issues.

Specialist skills and experience that will be favourably considered for this specific vacancy include:

- > A practicing chartered accountant
- > A professional director (membership of the Institute of Directors)
- > Extensive experience in auditing, finance and/or risk management

- > Public sector experience
- > An understanding of, and strong experience in, the airline industry and related climate adaptation, decarbonisation and sustainability programmes in a corporate environment
- > An understanding of and commitment to broad decarbonisation strategies and targets for all aspects of airport operations, including an understanding and commitment to managing climate risk
- > Experience in innovation (particularly in carbon reduction objectives and technology) and continuous improvement
- > Stakeholder and community engagement, with particular regard to strategic planning and investment.

The following list, taken from the expectations required of directors of Crown owned companies, is illustrative of the skills generally desired:

- > An ability to add value
- > An ability to clearly communicate orally and in writing
- > A wide perspective on issues
- > Integrity and a strong sense of ethics
- > Common-sense
- > Organisational and strategic awareness
- > An appreciation of the role of the Council as shareholder
- > An ability to distinguish corporate governance from management
- > Financial literacy
- > A well-developed critical faculty
- > The ability to be information orientated
- > Knowledge of the responsibilities of directors
- > An ability to work in a team and collaborate

Factors to be Considered

The following factors may assist individuals considering applying for this position:

- > Residence inside the Queenstown Lakes District is not a prerequisite to appointment but is desirable. Priority in appointments will be given to the candidate who can best satisfy the requirements of the role.
- > All potential conflicts of interest must be disclosed in a candidate's expression of interest. Examples of conflict of interest include: a directorship or senior management role in another airport, an interest in development which might impair the ability of the airport to operate, etc. Persons with potential conflicts should not feel discouraged from expressing interest but will be expected to resolve the conflicts before appointment if successful.
- > Persons not qualified to hold office as a director (e.g., an un-discharged bankrupt) should not apply.

Confidentiality

It is Council practice to deal with applications for appointments, involving personal information, on a confidential basis¹.

How to Express Interest?

¹ LGOIMA S7(2)(a)

Any person being interested in this role as a director of the QAC should submit a written expression of interest, including a brief curriculum vitae, to:

The Chief Executive
Queenstown Lakes District Council
Private Bag 50072
QUEENSTOWN

Or via: ceo@qldc.govt.nz

Decision Making Process

In alignment with the [QLDC Policy on Appointment and Remuneration of Directors](#) the decisions on this appointment will be made by recommendation of the Governance Subcommittee and resolution of the Full Council.

All expressions of interest will be acknowledged.