

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 Council in the selecting the most appropriate candidate.

Current Vacancies

Two existing directors of the QAC will retire from the Board at the Annual General Meeting on 30 October 2020.

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 along commercial lines, including having the primary purpose of generating a profit. Please refer here to the LGA (Section 57 Appointment of Directors).

Council recognises the airport as an important instrument in both promoting economic development and providing residents with a gateway to 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.

The Council also 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, and growth management. Further information on these issues can be found on the Council website (www.qldc.govt.nz).

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

The Role of Director

The two Directors will be selected based on a recommendation to Full Council (Public Excluded). The successful candidates 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. Complementary specialist skills will be considered in that context.

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

Additional Specific Skills Desirable At Present Time

Looking forward, the board of the QAC will find itself increasingly involved in dealing with:

- > Ensuring a strong relationship exists with major shareholders and key stakeholders.
- > Operational safety and efficiency and capital expenditure associated with continued strong growth in passenger numbers.
- > Working with key shareholders towards strategic growth management.
- > The management of noise associated with airport operations with an emphasis on being a good neighbour.
- > Maintaining strong relationships with airport users and local residents.
- > Climate change mitigation.
- > Capital rationing and financial planning in order that the QAC can fund its strategic plans in order of priority, and continue to deliver a dividend to its shareholders.

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 candidates 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 basis.

How To Express Interest?

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

Decisions on these appointments will be made by resolution of the Full Council.

All expressions of interest will be acknowledged.

Further Enquiries

Any person considering expressing interest in this position is welcome to contact:

Mr Mike Theelen, Chief Executive, QLDC, Tel 03 441 0470.