



**I give notice that
a Taupō Airport Authority Committee Meeting will be held on:**

Date:	Monday, 19 February 2018
Time:	10.30am
Location:	Taupō Airport ANZAC Memorial Drive Taupō

AGENDA

MEMBERSHIP

Chairperson	Mr Chris Johnston
Deputy Chairperson	Ms Kathy Guy
Members	Mr John Funnell Cr Rosanne Jollands Cr Christine Rankin Mayor David Trewavas
Quorum	3

**Gareth Green
Chief Executive Officer**

Order Of Business

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3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 27 NOVEMBER 2017



Author: Raeleen Rihari, Democratic Services Support Officer

Authorised by: John Ridd, Group Manager: Business and Technology

RECOMMENDATION(S)

That the public and confidential portion of minutes of the Taupō Airport Authority Committee meeting held on Monday 27 November 2017 be confirmed as a true and correct record.

ATTACHMENTS

1. Taupō Airport Authority Committee Meeting Minutes - 27 November 2017 
2. Taupō Airport Authority Committee Meeting Minutes (Confidential Portion) - 27 November 2017 

4.1 FINANCIAL REPORT: SIX MONTHLY REPORT TO DECEMBER 2017 & DRAFT STATEMENT OF INTENT 2019

Author: Fiona Birkbeck, Financial Accountant

Authorised by: Alan Menhennet, Group Manager: Finance and Strategy



PURPOSE

To receive the Taupō Airport Authority's six monthly report for 1 July 2017 to 31 December 2017, and the Draft Statement of Intent 2019.

RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the financial report.

ATTACHMENTS

1. TAA Six Monthly Financial Report (A2146977) 
2. Draft Statement of Intent 2019 (A2146981) 

4.2 GENERAL MANAGER'S OPERATIONS REPORT

Author: Michael Groome, General Manager Taupo Airport

Authorised by: John Ridd, Group Manager: Business and Technology


PURPOSE

To provide the Taupō Airport Authority Committee an overview of the Taupō Airport's operations from December 2017 to date.

RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the General Manger's Operations report as presented on 19 February 2018.

ATTACHMENTS

1. General Manager's Operations Report - February 2018 (A2143040) 

4.3 SAFETY MANAGEMENT SYSTEM (SMS) UPDATE

Author: Michael Groome, General Manager Taupo Airport

Authorised by: John Ridd, Group Manager: Business and Technology



PURPOSE

This item is for the General Manger to provide an update on the development of the Safety Management Systems (SMS) plan as required by the Civil Aviation Authority (CAA).

RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the update on the Safety Management System.

ATTACHMENTS

1. TAA Safety Management System Implementation Plan (A2146291) 
2. NZ CAA SMS Audit Template (A2146919) 

4.4 HEALTH AND SAFETY UPDATE

Author: Tina Jakes, Democracy & Community Engagement Manager

Authorised by: John Ridd, Group Manager: Business and Technology

PURPOSE

This item allows for discussion on matters relating to health and safety.

RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the information relating to health and safety.

ATTACHMENTS

Nil

5 CONFIDENTIAL BUSINESS

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 matter 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
Agenda Item No: 5.1 Receipt of Unconfirmed Minutes: Taupō Airport Operational & Safety Committee - 18 December 2017	Section 7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public	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

I also move that *[name of person or persons]* be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of *[specify]*. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because *[specify]*.