

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

<b>Date:</b>	<b>Monday, 17 September 2018</b>
<b>Time:</b>	<b>10.30am</b>
<b>Location:</b>	<b>Taupō Airport ANZAC Memorial Drive Taupō</b>

# **AGENDA**

## **MEMBERSHIP**

### **Chairperson**

Mr Chris Johnston

### **Members**

Mr John Funnell

Cr Rosanne Jollands

Cr Christine Rankin

Mayor David Trewavas

Member vacancy (to be appointed by DGLT)

### **Quorum**

3

**Gareth Green**  
**Chief Executive Officer**

## Order Of Business

<b>1</b>	<b>Apologies</b>	
<b>2</b>	<b>Conflicts of Interest</b>	
<b>3</b>	<b>Confirmation of Minutes</b>	
3.1	Taupō Airport Authority Committee Meeting - 24 July 2018 .....	3
<b>4</b>	<b>Reports</b>	
4.1	2017-2018 Taupō Airport Authority Audited Annual Financial Report .....	4
4.2	Progress Update on AirBiz Master Planning .....	5
4.3	General Manager's Operations Report .....	6
4.4	Health and Safety Update .....	7
<b>5</b>	<b>Confidential Business</b>	
5.1	Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 24 July 2018.....	8
5.2	Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee - 26 July 2018.....	8
5.3	Request for Reduction of Debt Owed by Action World .....	8

**3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 24 JULY 2018**

**Author:** Raeleen Rihari, Democratic Services Support Officer

**Authorised by:** John Ridd, Head of Economic Development and Business Transformation

**RECOMMENDATION(S)**

That the minutes of the Taupō Airport Authority Committee meeting held on Tuesday 24 July 2018 be confirmed as a true and correct record.

**ATTACHMENTS**

1. Taupō Airport Authority Committee Meeting Minutes - 24 July 2018 [↗](#)

**4.1 2017-2018 TAUPŌ AIRPORT AUTHORITY AUDITED ANNUAL FINANCIAL REPORT**

**Author:** Fiona Birkbeck, Financial Accountant

**Authorised by:** Alan Menhennet, Head of Finance and Strategy

**PURPOSE**

To receive the Taupō Airport Authority's 2017-2018 audited Annual Financial Report.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the audited 2017-2018 Annual Financial Report.

**ATTACHMENTS**

Nil

**4.2 PROGRESS UPDATE ON AIRBIZ MASTER PLANNING**

**Author:** Michael Groome, General Manager - Taupo Airport

**Authorised by:** John Ridd, Head of Economic Development and Business Transformation

**PURPOSE**

This item is for the General Manager and Head of Economic Development & Business Transformation to provide a progress update on master planning work by AirBiz.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the update.

**ATTACHMENTS**

Nil

**4.3 GENERAL MANAGER'S OPERATIONS REPORT**

**Author:** Michael Groome, General Manager Taupo Airport

**Authorised by:** John Ridd, Head of Economic Development and Business Transformation

**PURPOSE**

To provide the Taupo Airport Authority Committee an overview of the Taupō Airport's operations year to date.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the General Manager's Operations report as presented on 17 September 2018.

**ATTACHMENTS**

1. General Managers Operations Report - September 2018 [⇒](#)

**4.4 HEALTH AND SAFETY UPDATE**

**Author:** Tina Jakes, Head of Democracy, Governance and Venues

**Authorised by:** John Ridd, Head of Economic Development and Business Transformation

**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
<b>Agenda Item No: 5.1</b> Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 24 July 2018	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 6
<b>Agenda Item No: 5.2</b> Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee - 26 July 2018	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
<b>Agenda Item No: 5.3</b> Request for Reduction of Debt Owed by Action World	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 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]*.