



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

|                  |   |
|------------------|---|
| <b>Date:</b>     | <b>Monday, 24 June 2019</b>                             |
| <b>Time:</b>     | <b>10.30am</b>  |
| <b>Location:</b> | <b>Taupō Airport<br/>Anzac Memorial Drive<br/>Taupō</b> |

# **AGENDA**

## **MEMBERSHIP**

### **Chairperson**

Mr Chris Johnston

### **Members**

Mr John Funnell  
Cr Rosanne Jollands  
Cr Christine Rankin  
Mayor David Trewavas

### **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>   |   |
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| 4.5      | Health and Safety Update .....   | 8 |
| <b>5</b> | <b>Confidential Business</b>   |   |
| 5.1      | Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes -<br>13 May 2019 ..... | 9 |
| 5.2      | Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee -<br>May 7, 2019 .....      | 9 |

**3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 13 MAY 2019**

**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 Monday 13 May 2019 be confirmed as a true and correct record.

**ATTACHMENTS**

1. Taupō Airport Authority Committee Meeting Minutes - 13 May 2019

**4.1 TAUPŌ AIRPORT AUTHORITY MONTHLY FINANCIAL REPORT - APRIL 2019**

**Author:** Fiona Birkbeck, Financial Accountant

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

**PURPOSE**

To receive the Taupō Airport Authority's monthly financial report for April 2019.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the monthly financial report for month ending 30 April, 2019.

**ATTACHMENTS**

1. TAA Financial Report - April 2019 (A2482114)

**4.2 UPDATE ON TAUPŌ AIRPORT DEVELOPMENT**

**Author:** Jessica Simpson, Economic Relationship Manager

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

**PURPOSE**

This item is for the Economic Relationship Manager to provide a progress update on the Taupō Airport development.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the Economic Relationship Manager's update on the Taupō Airport development.

**ATTACHMENTS**

Nil

**4.3 GENERAL MANAGER'S OPERATIONS REPORT**

**Author:** Kim Gard, Acting General Manager - Taupō Airport

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

**PURPOSE**

To provide the Taupō Airport Authority Committee an overview of the Taupō Airport's operations in recent months (to date).

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the General Manager's Operations Report as presented on June 24, 2019.

**ATTACHMENTS**

1. TAA General Manager's Report (A2482101)

**4.4 SAFETY MANAGEMENT SYSTEM (SMS) UPDATE**

**Author:** Kim Gard, Acting General Manager - Taupō Airport

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

**PURPOSE**

This item is for the Acting General Manager – Taupō Airport to provide an update on the Safety Management Systems (SMS) plan.

The SMS plan is a requirement of the Civil Aviation Authority (CAA).

**RECOMMENDATION(S)**

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

**ATTACHMENTS**

Nil

**4.5 HEALTH AND SAFETY UPDATE**

**Author:** Kim Gard, Acting General Manager - Taupō Airport

**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><br>Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 13 May 2019 |   |   |
| <b>Agenda Item No: 5.2</b><br>Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee - May 7, 2019      | 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]*.