



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

Date:	Monday, 16 September 2019
Time:	10.30am
Location:	Taupō Airport Anzac Memorial Drive Taupō

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

1	Apologies	
2	Conflicts of Interest	
3	Confirmation of Minutes	
3.1	Taupō Airport Authority Committee Meeting - 5 August 2019	3
4	Reports	
4.1	2018-2019 Taupō Airport Authority Audited Annual Financial Report	4
4.2	General Manager's Operations Report	5
4.3	Safety Management System (SMS) and Health and Safety Update	6
5	Confidential Business	
5.1	Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 5 August 2019	7
5.2	Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee - 7 August 2019	7

3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 5 AUGUST 2019

Author: Shainey James, Democratic Services 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 5 August 2019 be confirmed as a true and correct record.

ATTACHMENTS

1. Taupō Airport Authority Committee Meeting Minutes - 5 August 2019

4.1 2018-2019 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 2018-2019 audited Annual Financial Report, which will be tabled at the meeting.

RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the audited 2018-2019 Annual Financial Report.

ATTACHMENTS

Nil

4.2 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 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 16 September 2019.

ATTACHMENTS

1. General Manager's Report

4.3 SAFETY MANAGEMENT SYSTEM (SMS) AND 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 is for the Committee to receive an update on any safety management system and / or health and safety issues that have arisen since the last meeting.

RECOMMENDATION(S)

That the Taupō Airport Authority Committee receives the information.

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 Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 5 August 2019	Section 6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	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
Agenda Item No: 5.2 Receipt of Unconfirmed Minutes: Taupō Airport & Operational Safety Committee - 7 August 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]*.