



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

<b>Date:</b>	<b>Monday, 10 August 2020</b>
<b>Time:</b>	<b>10.30am</b>
<b>Location:</b>	<b>Taupō Airport Anzac Memorial Drive Taupō</b>

# **AGENDA**

## **MEMBERSHIP**

<b>Chairperson</b>	Mr Chris Johnston
<b>Deputy Chairperson</b>	Cr Kathy Guy
<b>Members</b>	Cr Christine Rankin Mayor David Trewavas
<b>Quorum</b>	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 - 22 June 2020 .....	3
<b>4</b>	<b>Reports</b>	
4.1	General Managers Report .....	4
4.2	Update on Airport Terminal Development .....	5
4.3	Taupō Airport Masterplan .....	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 - 22 June 2020 .....	8
5.2	Receipt of Unconfirmed Minutes of the Taupo Airport Operational & Safety Committee - June 24, 2020 .....	8

**3.1 TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 22 JUNE 2020**

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

**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 22 June 2020 be confirmed as a true and correct record.

**ATTACHMENTS**

1. Taupō Airport Authority Committee Meeting Minutes - 22 June 2020

**4.1 GENERAL MANAGERS REPORT**

**Author:** Rhys Frearson, General Manager - Taupō Airport

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

**PURPOSE**

This item is for the general manager to provide an update to the Committee on governance related matters pertinent to the Taupō Airport.

**DISCUSSION**

1. **Wharewaka East development** - Advise of any potential issues arising from development works in the vicinity of the airport, and how any conflicts will be managed.
2. **Airport operating hours** - Share Taupō Airport Authority (TAA) management views on what appropriate operating hours may look like. Seek committee approval to move forward with the proposed operating hours of 7.00am-7.00pm, 7 days a week.
3. **Airport loop road** - Currently managed by TAA, looking to move this to a public road which would enable it to be developed/maintained in line with other public use roads.
4. **Emergency Exercise** - TAA is required to carry out emergency exercises as part of its compliance schedule. This involves collaboration with external emergency services to conduct desktop and full scale (practical) emergency scenarios.
5. **Passenger and movement numbers**- Update on passenger numbers and short / mid-term future projections.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee:

1. Receives the General Manager – Taupō Airport's report.
2. Approves / declines the suggested operating hours of 7.00am-7.00pm, Monday to Sunday.
3. Approves that TAA management commence investigations into changing the status of the Airport 'loop road' from a private road to a public road and report back to the Committee once the information gathering has been completed.

**ATTACHMENTS**

Nil

**4.2 UPDATE ON AIRPORT TERMINAL DEVELOPMENT**

**Author:** Philip King, Building Project Manager

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

This item is for the Building Project Manager to provide a verbal update on the airport terminal upgrade.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the information.

**ATTACHMENTS**

Nil

**4.3 TAUPŌ AIRPORT MASTERPLAN**

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

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

This item is to enable preliminary discussions on the direction required to commence a Masterplan document for the airport.

**RECOMMENDATION(S)**

That the Taupō Airport Authority Committee receives the information regarding commencing a masterplan for the Taupō Airport.

**ATTACHMENTS**

Nil

**4.4 HEALTH AND SAFETY UPDATE**

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

**Authoriser:** Gareth Green, Chief Executive Officer

**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
<b>Agenda Item No: 5.1</b> Confirmation of Confidential Portion of Taupō Airport Authority Committee Minutes - 22 June 2020	Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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: 5.2</b> Receipt of Unconfirmed Minutes of the Taupo Airport Operational & Safety Committee - June 24, 2020	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]*.