



BUSINESS ENTERPRISE COMMITTEE MEETING

AGENDA

2 APRIL 2014

Your attendance is required at a meeting of the Business Enterprise Committee to be held in the conference room, Rockhampton Airport, Canoona Road, Rockhampton on 2 April 2014 commencing at 3:00pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. R.", is positioned above the printed name of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
26 March 2014

Next Meeting Date: 07.05.14

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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1 OPENING

2 PRESENT

Members Present:

Councillor N K Fisher (Chairperson)
The Mayor, Councillor M F Strelow
Councillor C E Smith
Councillor C R Rutherford
Councillor G A Belz

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr R Cheesman – General Manager Corporate Services

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Rose Swadling.

4 CONFIRMATION OF MINUTES

Minutes of the Business Enterprise Committee held 5 February 2014
Minutes of the Business Enterprise Committee held 5 March 2014

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR BUSINESS ENTERPRISE COMMITTEE

File No: 10097

Attachments: 1. Business Outstanding Table for Business Enterprise Committee

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Business Enterprise Committee is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for the Business Enterprise Committee be received.

BUSINESS OUTSTANDING TABLE FOR BUSINESS ENTERPRISE COMMITTEE

Business Outstanding Table for Business Enterprise Committee

Meeting Date: 2 April 2014

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
06 March 2013	Waste Collection – Safety Issues - Reversing	THAT no further action be taken in relation to reversing until a further investigation has been conducted and a report is presented to the Business Enterprise Committee.	Craig Dungleison	20/03/2013	Working on business case
03 July 2013	Waste Infrastructure Plan – Public Consultation	THAT the revised Community Consultation Plan as detailed in the report for the Waste Infrastructure Plan be approved.	Craig Dungleison	17/07/2013	The presentation for the workshop is complete, am awaiting a date to be set for the workshop.
06 November 2013	RRWR Finance and Strategic Matters Report - September 2013	<ol style="list-style-type: none"> 1. THAT the Rockhampton Regional Waste and Recycling's Finance and Strategic Matters Report as at 30 September 2013 be received. 2. That a communications plan be developed including a delivery timetable for the community of Gracemere to provide relevant information about the future of the waste disposal facility for the community. 3. That the second phase of the Waste infrastructure Plan Community Consultation Plan be delayed until February of 2014 and that the communities involved be communicated this information. 	Craig Dungleison	20/11/2013	<p>Final Landform shape has been revised to maximise airspace. Infrastructure are undertaking the revision of the plan. The closure plan (word doc) has been received and is being reviewed.</p> <p>No work has commenced on the proposed communication plan with the community as the final landform shape and closure plan area required to be completed which will include a review by Council. The WIP workshop presentation is complete and am awaiting a date to be set for the workshop.</p>
05 March 2014	Landfill Procurement	THAT the report regarding Landfill Procurement be received and that Council have a workshop on provision of landfill and waste management issues.	Craig Dungleison	19/03/2014	Work has commenced on developing presentation for workshop

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

Nil

9 STRATEGIC REPORTS

9.1 RRWR FINANCE AND STRATEGIC MATTERS REPORT – FEBRUARY 2014

File No: 7927

Attachments: 1. Operational Budget Report - February 2014
2. Capital Budget Report - February 2014

Authorising Officer: Robert Holmes - General Manager Regional Services

Author: Craig Dunglison - Manager RRWR

SUMMARY

This report details Rockhampton Regional Waste and Recycling's financial position and other significant operational matters as at 28 February 2014.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Waste and Recycling's Finance and Strategic Matters Report as at 28 February 2014 be received.

FINANCIAL

Operational

Net rates and utility charges revenue is significantly above the adjusted percentage of year elapsed at 104% as a result of rates notices for the second half of the year with discounts now having been taken up.

Fees and charges revenue overall is slightly below the adjusted percentage of year elapsed at 66% year to date. This is due to lower than anticipated year elapsed waste quantities received for Lakes Creek (59.88%), Alton Downs (9.53%), Mount Morgan (64.22%), and Gracemere (71.46%) all being offset by slightly higher than anticipated waste quantities for Bouldercombe (96.69%) year to date.

Grants and subsidies revenue is 118% of budget as a result of the annual community education recycling contract revenue now having been received.

Other income category is income received relating to contract payments for recycling and landfill scavenging services which is significantly lower than the adjusted percentage of year elapsed at 41% due to lower than anticipated revenue year to date.

Employee's costs are slightly lower than the adjusted percentage of year elapsed at 73% due to lower than anticipated travel (45.20%), staff catering (42.18%) and training (11.51%) expenditure year to date.

Contractors and consultants expenditure is also below the adjusted percentage of year elapsed at 70%. This is primarily as a result of invoice timing delays and lower than anticipated spend for legal fees (55.90%) surveyor (0%), building/construction (64.98%) and contractors other expenditure (71.78%), offset by higher than anticipated contractor temp/relief expenditure year to date.

Materials and plant expenditure is significantly below the adjusted percentage of year elapsed at 48% year to date, due to low plant and equipment hire (48.96%) for Lakes Creek (47.21%), Gracemere (33.12%) and Bouldercombe (25.44%), offset by slightly higher than anticipated construction/ maintenance expenditure (73.31%) and fuel expenditure (96.03%) year to date.

Asset operational expenditure is also below the adjusted percentage of year elapsed at 46% as a result of lower than anticipated electricity, security and carbon tax expenditure.

Administrative expenses at 71% of the adjusted percentage of year elapsed are lower than anticipated as a result of low stationery (51.53%), advertising/marketing/publication (54.12%), and licensing expenditure (58.92%) year to date.

Finance costs represent interest charged on loans which is lower than budget due to low capital expenditure year to date.

Other expenses category represents Waste's CQLGA annual membership fee which is paid yearly in advance and RRC's landfill restoration expenditure for Lakes Creek and Gracemere as at 31 December 2013.

Accounting adjustment expenditure represents the writing off of bad debts, provision for doubtful debts expense, expenditure of WIP in progress and stocktake adjustment expenditure.

Capital

RRWR capital project expenditure for 2013-14 is significantly below the percentage of year elapsed at 8%. The majority of capital expenditure to date relates to the following: rubbish bin replacements, regional waste infrastructure project and planning/ development approvals for the Bajool roadside bin station.

There are no material exceptions to this report.

COMPLIANCE MATTERS

Asbestos Management – Waste Facilities

Significant work is being undertaken by Council staff and a local consultancy to address the three notices placed upon Council in regards to this matter. Recent testing has shown no asbestos is present in the mulch at all other facilities. A plan/response is being developed to address the requirement of the notices.

Gracemere Landfill – Underground Water Quality

As stated last month an investigation report into this matter has been sent to the Department of Environment and Heritage Protection (EHP) for consideration. No response or further communications have been received in regards to this matter.

EHP – Review Of Waste Facilities – Closed And Open

EHP has sent a letter to Council advising that they will be undertaking a review – physical and administrative of all Council waste facilities.

Fire – Lakes Creek Road Landfill – Saturday 22 February

A fire in the main face of the landfill occurred on the above date. The fire commenced at approximately 09.00am and was fully extinguished by 3.00pm. The Queensland Fire Service was in attendance and with the aid of staff and equipment from Infrastructure and private organisations the fire was managed.

There was a considerable time delay between the initial notification of the fire and the onsite operation of large equipment. This meant that the fire did generate significant quantities of smoke and with the prevailing winds taking the smoke into the built areas of Rockhampton. This aspect of the fire was monitored closely. The gatehouse at the Landfill had to be evacuated due to the smoke which meant that the site had to be closed for several hours. The incident was reported to EHP.

OPERATIONAL MATTERS

Waste Infrastructure – Community Consultation Plan

The presentation for the Council is under development.

Gracemere Landfill – Capping and Closure

Work is ongoing in regards to the design of the final landform shape for the site. Initially the concept was to limit the airspace at the site causing its closure as soon as 2014/15. However, with possible higher costs being incurred by Council due to the necessity to cart to

Benaraby Landfill the proposal for the site is now to maximise the site's capacity. This will have to be considered carefully with the proximity to the residential area.

Security and Cash Handling

Due to recent issues in this area a review has been undertaken to ensure that appropriate procedures are in place.

Gas Management – Lakes Creek Road Landfill

This project involved two parts – the review of the gas flow around the site and human and environmental safety and protection. The second part was to investigate the likelihood of developing a gas extraction process for the site. Due to budgetary constraints the second part of this project has been cancelled.

Waste Transfer Station – Lakes Creek Road Landfill – Bulk Haulage & Operational Procedures

A project has commenced to develop the tender documents for the above two facets of the operation of the Waste Transfer Station.

The Bulk Haulage Tender will include the provision of;

- prime movers and trailers, to haul the waste to the disposal site;
- plant (bulldozer), to break up the waste in the pit and to load into the trailers for transportation;
- staff to operate the above equipment,
- staff to operate the pit crane (which will include a truck driver);
- staff (floor walkers) to monitor the tipping process by the public.

The Operational Procedures Quotation will be to develop the procedures to ensure the safe operation of the site.

VARIATIONS / CONCERNS

Audited Landfill Accounts

In April of last year a report was put to Council concerning a matter where an error in the processing of Landfill accounts had been detected. This error meant that several businesses were not sent accounts for an extended period. The advancement of this matter has been slow but legal advice was sought in this period and letters will be sent to the two largest outstanding account holders requesting payment of the outstanding fees. This matter is ongoing.

CAPITAL PROJECTS

Lakes Creek Road Landfill – Remediation

The construction of bunds is still focused around the eastern end of the Stage 1 (Hill). All filling is occurring in this area also.

Lakes Creek Road Landfill Waste Transfer Station

The construction of the Waste Transfer Station (WTS) continued, with the erection of the steel work and the pouring of the concrete for some of the flooring and pit. Work also progresses on the exterior earthworks and road / ramp embankments.

The sewer protection works project has been completed, leaving Council to backfill the excavation in preparation for the construction of the entry road. The entrance road and intersection project has been postponed until the new financial year due to budgetary constraints and reallocations.

A review of the budget for the WTS shows that the budget is in line with predictions and there are no known over expenditures.

Gracemere Landfill Capping

Meetings were held with staff of Civil Operations and plans are being developed to permit the commencement of the project.

Bajool Waste Transfer Station

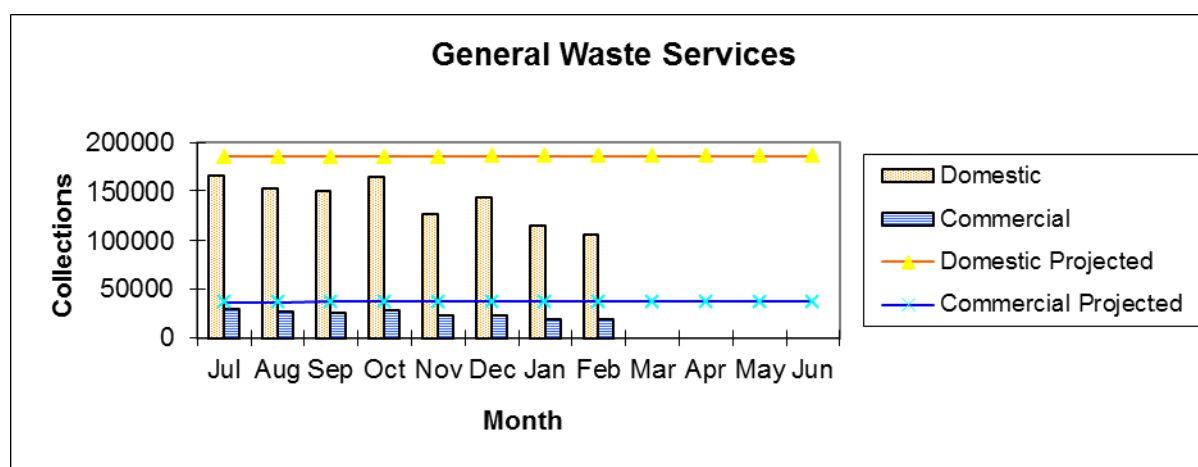
With work commencing on the development of the Capital budget for next year it has become apparent that there may not be sufficient funds available to continue with this project and until there is clarity around this the project will be placed on hold.

Also with the second phase of the Community Consultation Plan for the Waste Infrastructure to commence, the outcome may change the configuration of the facility supplied.

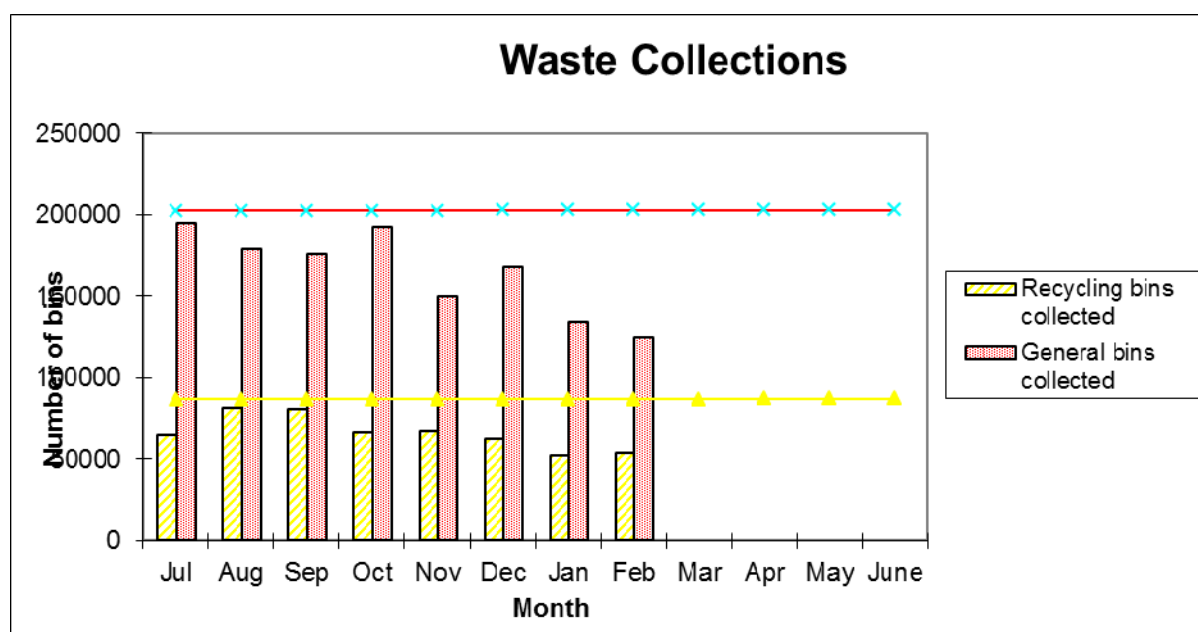
PERFORMANCE STATISTICS

NOTE: Data from and including 23 December 2013 does not include the new LSC.

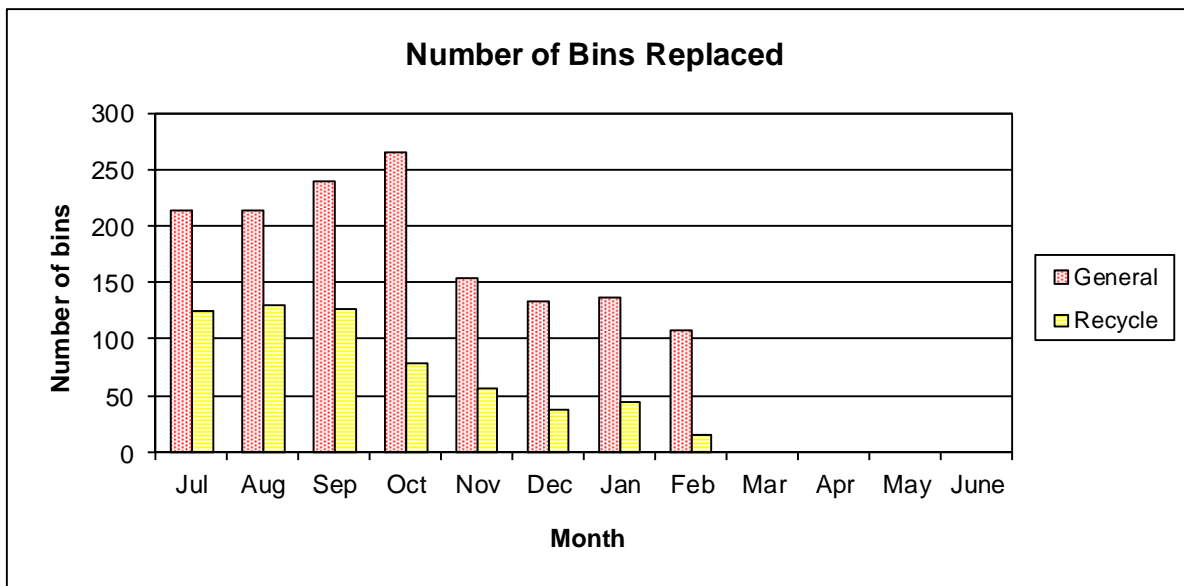
The following graph shows the number of general waste collections per month for the current financial year.



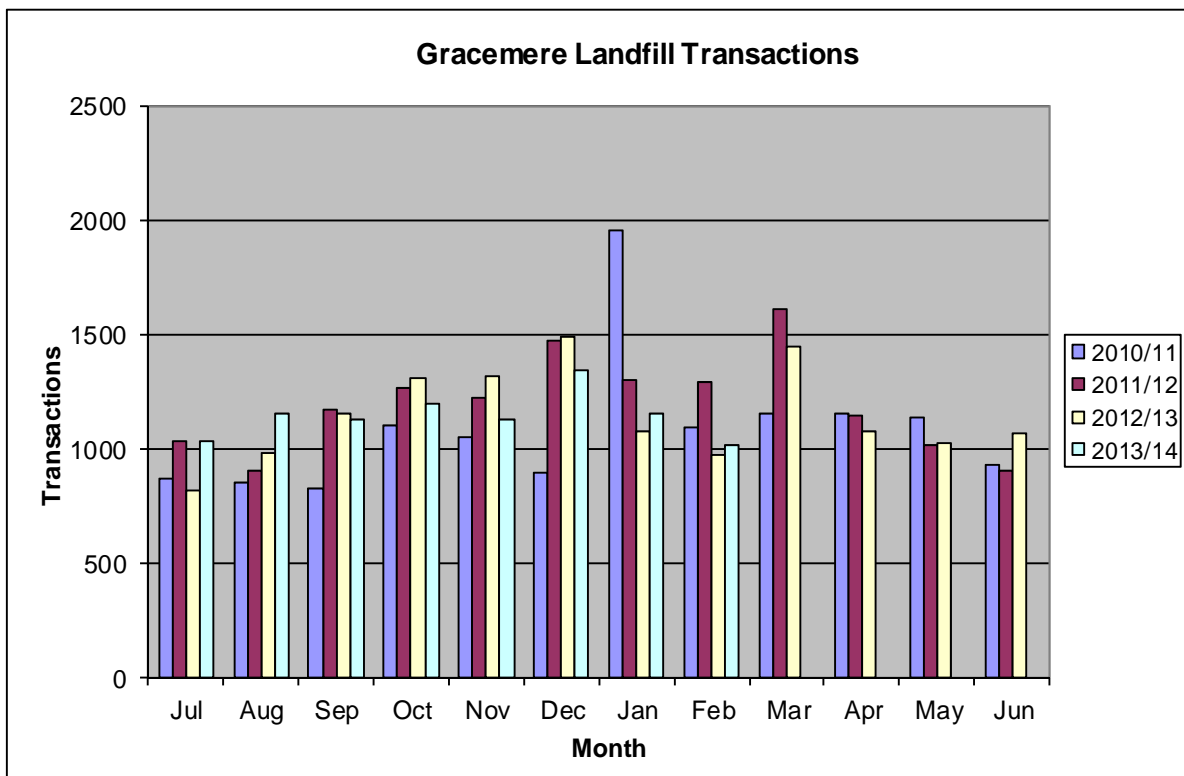
The graph below shows the number of General Waste and Recycling bins serviced during the current financial year on a monthly basis.

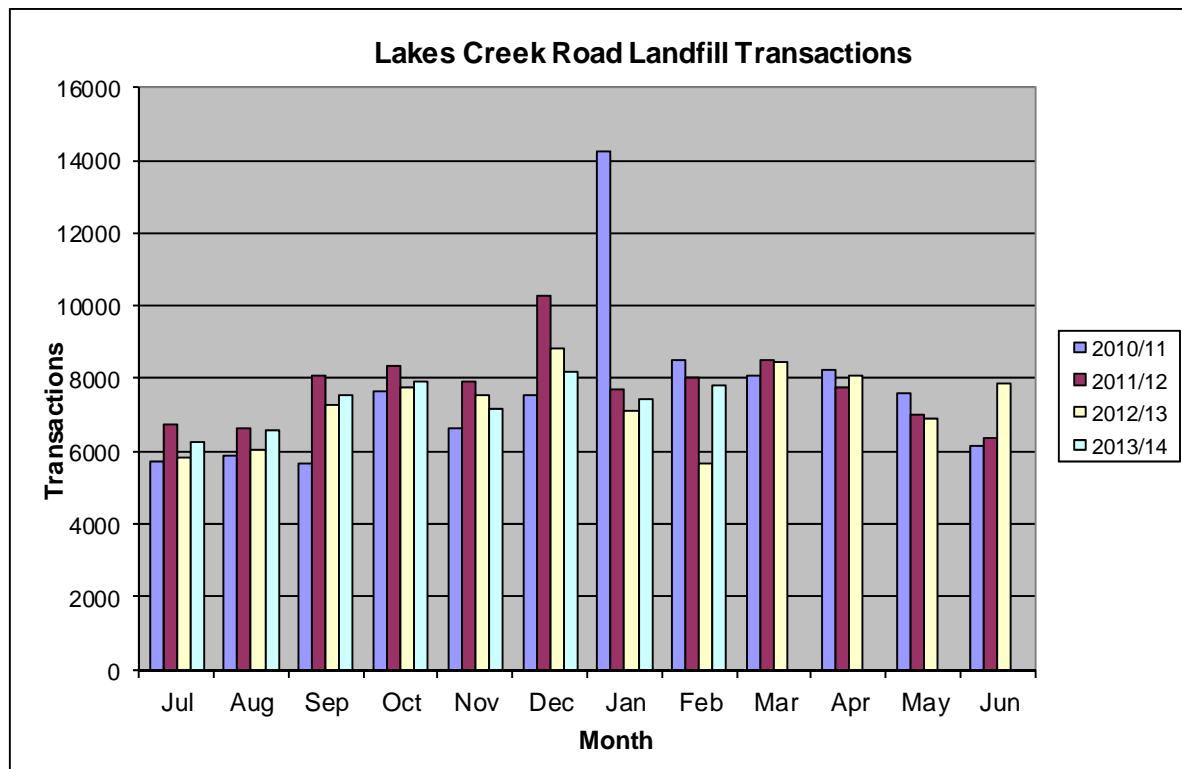


The following graph shows the number of general waste and recycling mobile bins replaced per month for the current financial year.

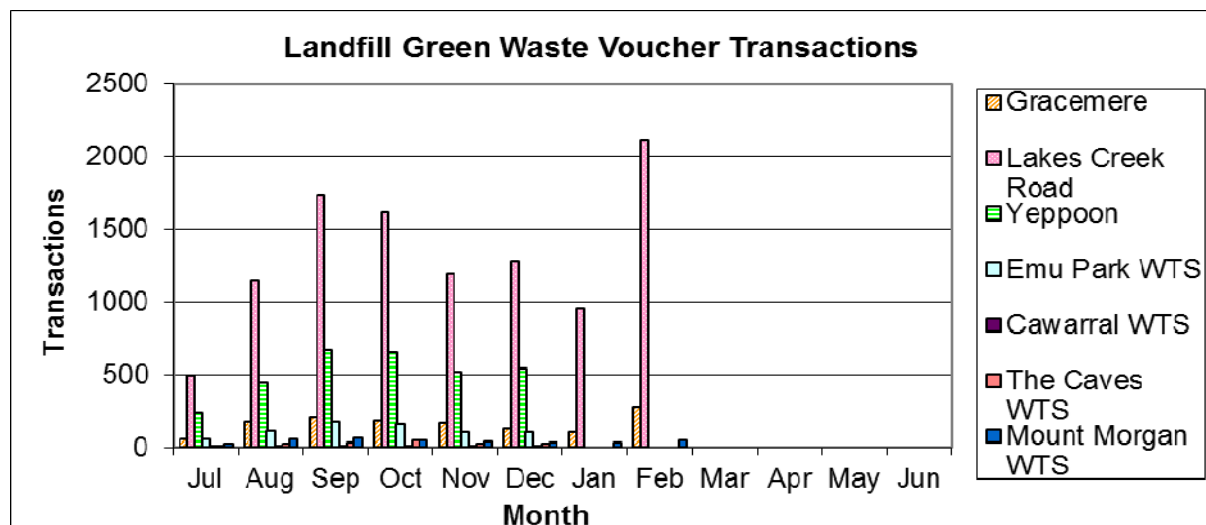


The following graphs show the number of landfill transactions per month for the current financial year.





The following graph shows the number of green waste voucher transactions per month for the current financial year.



The following graph shows the waste tonnage by type for the current financial year.

Waste Tonnage by Type (YTD)

RRWR FINANCE AND STRATEGIC MATTERS REPORT – FEBRUARY 2014

Operational Budget Report - February 2014

Meeting Date: 2 April 2014

Attachment No: 1



Income Statement
For Period July 2013 to February 2014
66.67% of Year Gone

	Adopted Budget \$	Revised Budget \$	YTD Actual \$	Skewed Comparative benchmark figures	% of YTD Actuals (excl commitals) to Total Budget
Revenues					
Net rates and utility charges	(14,270,118)	(14,270,118)	(14,772,183)	72.43%	104%
Fees and Charges	(5,810,814)	(5,810,814)	(3,837,131)	72.43%	66%
Private and recoverable works	0	0	(420)	72.43%	0%
Grants Subsidies & Contributions	(35,000)	(35,000)	(41,364)	72.43%	118%
Other income	(72,475)	(72,475)	(29,996)	72.43%	41%
Total Revenues	(20,188,407)	(20,188,407)	(18,681,092)	72.43%	93%
Expenses					
Employee costs	3,092,161	3,092,161	2,263,971	72.43%	73%
Contractors & Consultants	4,787,716	4,787,716	3,349,660	72.43%	70%
Materials & Plant	1,412,906	1,412,906	681,273	72.43%	48%
Asset Operational	1,559,437	1,559,437	710,272	72.43%	46%
Administrative expenses	119,727	119,727	85,505	72.43%	71%
Depreciation	1,355,063	1,349,833	899,889	72.43%	66%
Finance costs	2,312,465	2,312,465	1,281,752	72.43%	55%
Other Expenses	175,000	175,000	282,714	72.43%	162%
Accounting Adjustments	7,750	7,750	396,192	72.43%	5112%
Total Expenses	14,822,225	14,816,995	9,951,229	72.43%	67%
Transfer / Overhead Allocation					
Transfer/Overhead Allocation	2,159,472	2,159,472	1,803,535	72.43%	84%
OH Allocation	1,670,991	1,670,991	1,093,507	72.43%	65%
Competitive Neutrality Adjustments	1,535,719	1,535,719	1,038,292	72.43%	68%
Total Transfer / Overhead Allocation	5,366,182	5,366,182	3,935,333	72.43%	73%
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	-0.42	-5,230	-4,794,530.09	72.43%	11,415,548

RRWR FINANCE AND STRATEGIC MATTERS REPORT – FEBRUARY 2014

Capital Budget Report - February 2014

Meeting Date: 2 April 2014

Attachment No: 2



End of Month Management Report

Percentage of Year Elapsed: 66.67%

	1314 Adopted inc Carry Forward	October Revised Budget	YTD Actuals	Committals	Total YTD Actuals (inc committals)	% of YTD Actuals (excl committals) to Total Budget	
	\$	\$	\$	\$	\$	%	
CP620 CAPITAL CONTROL WASTE							
0943108	Closure of existing landfill sites and r	\$179,345	\$152,891	\$6,615	\$0	\$6,615	4%
0952753	Capital Overheads Control Waste	\$0	\$0	\$7,978	\$0	\$7,978	0%
0959202	LIP - Gracemere - Planning incl Stage 2	\$150,000	\$150,000	\$17,403	\$0	\$17,403	12%
0959205	[N] Land Purchase & Planning and develop	\$650,000	\$325,000	\$0	\$0	\$0	0%
0959208	Removal of Recycling Drop Off Points in	\$38,970	\$5,748	\$0	\$0	\$0	0%
0983826	[R] Rubbish Bins - Rockhampton Regional	\$126,000	\$126,000	\$35,347	\$0	\$35,347	28%
0983996	[N] Planning and development approvals a	\$215,259	\$215,259	\$32,718	\$20,798	\$53,516	15%
0984012	[N] Regional Waste Infrastructure	\$1,955,000	\$1,955,000	\$123,873	\$72,793	\$196,666	6%
0984024	[N] Capping & Closure of Stage 1 & 2 -	\$100,000	\$100,000	\$440	\$0	\$440	0%
0987815	[R] Waste facilities fences gates securi	\$50,000	\$50,000	\$0	\$0	\$0	0%
1017187	[R] Rubbish Bins - Rockhampton Regional	\$54,000	\$27,000	\$24,687	\$0	\$24,687	91%
		3,518,574	3,106,898	249,061	93,590	342,651	7%
TOTAL CAPITAL EXPENDITURE							
		3,518,574	3,106,898	249,061	93,590	342,651	8%

9.2 OVERVIEW OF THE CARBON TAX AND ITS IMPACT ON COUNCIL

File No: 6889
Attachments: Nil
Authorising Officer: Ross Cheesman - General Manager Corporate Services
Author: Alicia Cutler - Manager Finance

SUMMARY

Manager Financial Services providing an overview of the Carbon Tax and its impact on Council.

OFFICER'S RECOMMENDATION

THAT the presentation on the overview and update on the impact of Carbon Tax on Council be "received".

COMMENTARY

The Manager Financial Services will provide an overview and update on the impact of the carbon tax to Committee.

This will mostly be a verbal presentation to members.

9.3 ROCKHAMPTON AIRPORT - INCREASED FEES & CHARGES**File No:** 7816**Attachments:** 1. Copy of Rockhampton Airport Fees and Charges 14/15**Authorising Officer:** Ross Cheesman - General Manager Corporate Services**Author:** Trevor Heard - Manager Rockhampton Airport

SUMMARY*Manager Airport presenting 2014-15 fees and charges for Committee's consideration.***OFFICER'S RECOMMENDATION**

THAT effective 1 July 2014 the schedule of Fees & Charges for Rockhampton Airport, as contained within the report, be included in whole of Council Fees and Charges register.

COMMENTARY

Attached are the fees and charges proposed for the 2014-15 year. If approved by Committee they will be included in the whole of Council register of fees and charges that will be presented to Council in the coming months as part of the budgetary process.

The previously adopted charges for the 2014-15 year are (including GST):-

- Domestic Passenger Service Charge from \$10.89 to \$11.99.
- Landing fee for aircraft less than 90,000 kg from \$8.25 to \$11.00.
- Foreign Military from \$11.00 to \$16.50.
- New Screening charge \$2.77 per arriving and departing passenger.

The following fees are the proposed changes from the 2013-14 year.

- Passenger Service Charge for International Operations from \$18.15 to \$22.00.
- New charge for domestic charters (FIFO and other) not using check-in area, baggage reclaim, boarding gate or screening \$6.00 (50%) to encourage FIFO charters.
- Landing fee for GA aircraft to 4,000 kg from \$4.40 to \$5.50 (unchanged for 21 years).
- Australian Military aircraft new charge negotiated by Australia Airport Association, \$16.50.
- Annual charge for GA aircraft changed to now include aircraft up to 4,000kg instead of 5,760kg.
- Current GA Aircraft parking charges to now be plus GST not including GST.
- Meeting room charges increased for hire of Airport Board Room from and Eddie Hudson Room (please refer to attached schedule for changes).

CONCLUSION

In conclusion the attached schedule depicts the recommended fees and charges for Rockhampton Airport for 2014-15.

ROCKHAMPTON AIRPORT - INCREASED FEES & CHARGES

Copy of Rockhampton Airport Fees and Charges 14/15

Meeting Date: 2 April 2014

Attachment No: 1

Airport									
Item no.	Item name	Account Number	Legislative Authority	Reference/ Section	Fee Type	GST Authority	Charge Basis per Unit (Optional)	13/14 Current Fee (incl GST)	2014-2015 (inc GST if applicable)
1	Passenger Service Charges (PSC)								
2	(a) Domestic Operations - All Passengers	P6400.009.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Arriving or Departing Passenger	\$10.80	\$11.39
3	(b) International Operations - All Passengers	P6400.009.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Arriving or Departing Passenger	\$18.15	\$22.00
	(c) Domestic Closed charters through Northern/Southern terminal gates		Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Arriving or Departing Passenger		\$6.00
4	Landing Charges (MTOW)								
5	(a) Pay by account:								
6	i. Civilian Aircraft less than 4,000 kg MTOW	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg based on published aircraft MTOW	\$4.40	\$5.50
7	ii. Civilian Aircraft less than 90,000kg but greater than 4,000kg MTOW	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg based on published aircraft MTOW	\$8.25	\$11.00
8	iii. Civilian Aircraft greater than 90,000kg MTOW	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg based on published aircraft MTOW	\$16.50	\$16.50
9	iii. Australian Military Aircraft	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	As per Australian Airports Association or applicable exercise agreement		\$16.50
10	iv. Foreign Military Aircraft	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg MTOW or as per applicable exercise agreement	\$11.00	\$16.50
11	(b) Pay annual in advance - General Aviation Only (less than 5,700kg) (aircraft up to 4,000kg only)	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg based on published aircraft MTOW	\$460.00	\$460.00
12	(c) Touch and Go Operations	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	30% of applicable MTOW landing charge		
13	(d) Minimum Monthly Landing Fee Charge	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per invoice generated	\$22.50	\$22.50
14	(c) Helicopters	P6400.008.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	As per fixed wing aircraft	100% of MTOW	100% of MTOW
15	Aircraft Parking Charges								
16	(a) RPT Apron (excluding Bay 6) - Aircraft parked in excess of 12 hrs	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg MTOW for every hour after 12hrs	\$1.50	\$1.50
17	(b) RPT Apron (Bay 6 only) - Aircraft parked in excess of 6 hrs	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per 1000kg MTOW for every hour after 6hrs	\$1.20	\$1.20
18	(c) Helicopters	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	As per fixed wing parking charges		
19	(d) Parking for Code A and rotary aircraft, wingspan less than 15m on GA Aprons and grassed areas.	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies			
20	i. Per day adhoc and itinerant users	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Day Adhoc & Itinerant Users	\$6.00	\$6.60
21	ii. Per month for locally based aircraft	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Month locally based aircraft	\$40.00	\$44.00
22	iii. Annually for locally based aircraft	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Annually locally based aircraft	\$480.00	\$528.00
23	iv. Pay annual in advance	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Annually paid in advance 20% discount	\$384.00	\$422.40
24	(e) Parking for Code B aircraft, wingspan more than 15m on GA Aprons and grassed areas:		Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies			
25	i. Per day adhoc and itinerant users	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Day Adhoc & Itinerant Users	\$12.00	\$13.20
26	ii. Per month for locally based aircraft	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Month locally based aircraft	\$80.00	\$88.00
27	iii. Annually for locally based aircraft	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Annually locally based aircraft	\$960.00	\$1,056.00
28	iv. Pay annual in advance	P6400.001.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Annual paid in advance 20% discount	\$768.00	\$844.80
29	Freight Charge		Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies			
30	Goods discharged or loaded onto aircraft operating at Rockhampton Airport	P6400.006.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per kg	\$0.05	\$0.05
31	Miscellaneous Charges								
32	(a) Airside Escort (Safety or Security) between 07:30hrs and 19:30hrs (local), 7 days per week	P6400.003.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Charged per hour. Minimum 1hr charge	\$70.00	\$70.00
33	(b) Airside Escort (Safety or Security) between 19:00hrs and 07:30hrs (local), 7 days per week	P6400.003.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Charged per hour. Minimum 4hr charge	\$270.00	\$270.00
34	(c) Airside environmental clean-up - applicable to airport tenants/aircraft operators do not complete a clean up of fuel, oil or other material spills to the satisfaction of Airport Management	P6400.002.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per hour, plus materials and disposal of waste. Minimum 1hr charge	\$80.00	\$80.00
35	Electricity Charge	P6400.005.1101	Local Government Act 2009	s.262 (3) (c)					
36	Levied as per applicable Tariff charges set down in the Queensland Government Gazette. Plus GST.				Commercial	GST Applies			
37	Security Charge								
38	(a) CBS Infrastructure	P6400.230.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per outbound passenger. Contact Airport for further information	\$1.80	\$1.80
	(b) All other security activities				Commercial	GST Applies	Cost plus 10%		

Airport

1

Airport									
Item no.	Item name	Account Number	Legislative Authority	Reference/ Section	Fee Type	GST Authority	Charge Basis per Unit (Optional)	13/14 Current Fee (incl GST)	2014-2015 (inc GST if applicable)
39	(c) Passenger and Checked Bag Screening	P6400.010.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per Arriving or Departing Passenger	\$2.77	\$2.77
40	Terminal Cleaning Charge								
41	All cleaning activities are cost plus 10% management charge	P6400.011.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Cost plus 10%		
42	Administration Charge								
	Overhead charge for invoicing external charges (Damage to equipment or services)					GST Applies	Cost plus 10%		
43	Car Parking Fees								
44	Short Term								
45	0 ~ 20 Minutes		Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	No Charge		
46	0 ~ 30 Minutes	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$2.00	\$2.00
47	0 ~ 1 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$4.00	\$4.00
48	0 ~ 2 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$6.00	\$6.00
49	0 ~ 3 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$8.00	\$8.00
50	0 ~ 4 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$10.00	\$10.00
51	0 ~ 5 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$12.00	\$12.00
52	0 ~ 6 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$14.00	\$14.00
53	0 ~ 7 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$16.00	\$16.00
54	0 ~ 8 Hour	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$18.00	\$18.00
55	Over 8 Hours	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$20.00	\$20.00
56	1 Day (24 Hours)	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$20.00	\$20.00
57	2 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$39.00	\$39.00
58	3 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$57.00	\$57.00
59	4 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$74.00	\$74.00
60	5 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$91.00	\$91.00
61	After 5 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$1.00 + \$16.00 per day thereafter	
62	Premium								
63	Full Day	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$15.00	\$15.00
64	Max Daily Charge	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$15.00	\$15.00
65	Long Term								
66	1 Day	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$12.00	\$12.00
67	2 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$24.00	\$24.00
68	3 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$36.00	\$36.00
69	4 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$48.00	\$48.00
70	5 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$52.00	\$52.00
71	6 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$58.00	\$58.00
72	7 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$64.00	\$64.00
73	8 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$67.00	\$67.00
74	9 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$71.00	\$71.00
75	10 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies		\$75.00	\$75.00
76	Over 10 Days	P6500.850.1101	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	Per day	\$4.00 per day thereafter	
77	Conference Room Charge								
78	Eddie Hudson Conference Room				Commercial	GST Applies			
79	(a) Hourly	P6521.242.1301	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	hourly	\$40.00	\$55.00
80	(b) Half day hire	P6521.242.1301	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	half day	\$110.00	\$121.00
81	(c) Full day hire	P6521.242.1301	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	full day	\$165.00	\$181.50
82	Airport Management Board Room				Commercial	GST Applies			
83	(a) Hourly	P6521.241.1301	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	hourly	\$33.00	\$44.00
84	(b) Half day hire	P6521.241.1301	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	half day	\$88.00	\$104.50
85	(c) Full day hire	P6521.241.1301	Local Government Act 2009	s.262 (3) (c)	Commercial	GST Applies	full day	\$132.00	\$165.00

9.4 AIRPORT FINANCE AND STRATEGIC MATTERS REPORT FEBRUARY 2014**File No:** 7927**Attachments:**

1. **Airport Income Statement 13/14 - February 2014**
2. **Airport Capital Management Report 13/14 - February 2014**
3. **Customer Service Statistics - February 2014**

Authorising Officer: Ross Cheesman - General Manager Corporate Services**Author:** Trevor Heard - Manager Rockhampton Airport

SUMMARY

The report details the financial position and other matters for Rockhampton Airport.

OFFICER'S RECOMMENDATION

THAT the Airport Finance and Strategic Matters report for February 2014 be "received".

COMMENTARY**AIRPORT FINANCIAL****Operational**

Total revenue is slightly down for the year elapsed by .8%. This is however offset by operating expenses, excluding overhead allocation, asset write offs and before committals which is under budget by 10% resulting in a better operating result at this stage of the year.

Capital

Overall airport's capital expenditure is below the percentage of year elapsed at 22.8%. Now that work has commenced on the Runway Lighting upgrade and the equipment for the new screening operation is on site this should increase at a higher rate.

AIRPORT OPERATIONS***Audit and Compliance***

The risk register for the Airport's Safety Management System was reviewed. Amendments were also completed for the Bird and Animal Hazard Management Plan (BAHMP). Amendments to the BAHMP were required to achieve a renewal of the wildlife mitigation permit issued by the Department of the Environment and Heritage Protection.

Military Exercises

The Initial Planning Conference (IPC) for exercise Wallaby 2014 occurred in Brisbane in the second week of February. The Airport Operations Coordinator completed an operations presentation at the IPC and representatives from the Republic of Singapore Air Force also visited the airport to complete a site reconnaissance.

Early planning details include a nine week exercise. Exact dates for exercise operations had not been finalised at the IPC. Logistic activities for the exercise can be expected to occur on the airport from 1 September to 20 November. Deployment of aircraft, personnel and equipment for the exercise will be similar to Wallaby 2013 with the exception of the F16 fighter jets and support units.

Miscellaneous

On the evening of 25 February the Airport Operations Coordinator attended a safety seminar hosted by the Civil Aviation Safety Authority. The seminar was held at the General Aviation Terminal to provide an industry briefing for members of the Rockhampton Aero Club and other aviation operators. The local air traffic controllers also provided a presentation at the seminar.

Passenger Numbers

Passenger numbers for February were 45,981 compared with 47,184 for February 2013.

Increased Commercial revenue from property leases has somewhat offset the lower aeronautical revenue.

Customer Service Statistics

The table and graph attached, document the telephone enquiries received by RRC Customer Service ('Enquiries'), the calls referred to the Airport Management for action ('Airport Referrals') and any resulting Pathway requests.

Paid Parking System

The Paid Parking System experienced an issue with equipment failure due to the summer heat. Heat extraction fans were installed in Short-term Car Park Pay Stations. Further heat extraction fans are in the process of being installed in all Entry and Exit Stations.

Car Parks and Road Networks

The Asset Management Plan has been developed for all landside roads and car parks in conjunction with Civil Operations and this data has been incorporated into 10 year Capital Budget forecast.

Terminal Building

Leaking, redundant skylight removed from Terminal Building roof. Skylight had the ceiling sheeted over it during the Terminal Redevelopment in 2007. Skylight was located directly over the Passenger Screening Point.

All cloth chairs within the Terminal Building and Departure Lounge were cleaned and gum removed from underneath. Terminal Building carpet was cleaned also.

Final defects inspection for Terminal Redevelopment for Relay Store, minor defects found and repaired.

PROJECTS – Airport Facilities

Project	Commentary	Status
959150 – Runway Lighting System Replacement (as a major project further detail is following this section)	<p>Strategy has been developed to complete this project over the next four years.</p> <ul style="list-style-type: none"> • Year 1 – ALER. • Year 2 – Revised to Complete Pit & Duct System. • Year 3 – Main Runway & Taxiways. • Year 4 – Cross Runway & Taxiways (to be excluded). 	<p>ALER – Final design drawings have been agreed. Currently evaluating some minor variations.</p> <p>Construction – Ground, floor and driveway slabs complete, roof and walls in progress. Airside pits in progress.</p> <p>Expected completion date extended to 31 March 2014, due to weather.</p> <p>Pit and duct system tenders being evaluated.</p>
959095 – Crescent Lagoon Stormwater Management Area	<p>Valving has been installed.</p> <p>Valve platform and grate to be installed.</p>	<p>Valve platform and grate – being manufactured at quoted budget price of \$11,550.</p> <p>Pumping solution - Preferred option has been agreed. Specification for ITQ being developed. FRW have</p>

Project	Commentary	Status
	Pumping solution to be procured and site set-up.	commenced preparing the site. Additional funds have been sought in the March Capital Budget Review.
987680 – Enhance the functionality of the Airport Building Management System software	Scope of Works developed in conjunction with IT Projects and Service Provider. Business case to be resubmitted to ISSG.	A service provider has been engaged. IT have commenced work to progress this project. Preliminary testing of minor software elements has being scheduled.
987692 – Install Backup Air-conditioning in the ground floor Communications Rooms	Installation of an additional Split System in the Ground Floor Communications Room.	Service provider proposal has come in at \$16 000 which is \$10 000 over budget. Additional funds will be sourced at next budget review.
987693 – Improve Terminal Access for People with Disabilities.	Recurring annual project. Activities identified for this Financial Year: 1. Handrails and kick plate for car park pedestrian bridge. 2. Improved ease of usability of heavy disabled toilet doors.	Item 1 Kick plate installed. Item 2 Terminal Concourse and Departure Lounge Auto-Toilet Doors installed.
959133 – RPT Apron Lighting	Project to be scoped, lighting levels to be measured to determine requirements.	Final concept being reviewed. RPT apron light pole (7 off) switchgear and control equipment upgrade: Light poles 3, 4 & 5 complete, poles 1, 2 & 7 - determining requirements.
959135 – GA Apron Lighting	Project to be scoped, lighting levels to be measured to determine requirements.	Final concept being compiled. Commenced developing technical specification for modifications to the GA Apron Lighting to accommodate the new RFDS Leased Area.
959156 – Covered areas for long Term car park equipment		Sourcing quotes.
987681 – Refurbish General Aviation Toilets	Finalising procurement details.	Completed.
987682 – Replace various Airport IT Systems Software and Hardware	Recurring annual project.	
987684 – Replace Stormwater Infrastructure	Recurring annual project.	

Project	Commentary	Status
987694 – Refurbish Terminal Toilets		Developing concept details of refurbishment requirements.
987691 – Replace Rooves of various Terminal Buildings		Completed
1020125 – Passenger Security Screening Equipment		Equipment has been ordered from Smiths Detection, expected delivery early March 2014. Some equipment has been delivered. Project completion planned for the 28 th March 2014.
1023540 – Europay MasterCard Visa Compliance Upgrade	Upgrade of Paid Parking Credit Card Readers by 1 st January 2014, as initiated by Europay, Master Card and Visa. CBA have been successful in gaining an extension of the implementation date to April 2014 based on the development, certification and installation of the necessary equipment.	Project Plan being monitored. Substantial progress has been made. It is believed the April date is not achievable. As progress is being made and further extension should not be an issue.
959127– Security Upgrades	General Access Funds to upgrade security equipment. Includes the replacement of the locking system for gates at the GA Apron and military deployment areas.	Two wireless electronic locking systems were evaluated for external gates. A product that provides a wireless extension of the existing “Cardax” system has been selected. Initial installation of equipment has been completed but could not be finalised due to withdrawal from sale of the electronic padlocks. Supply of the padlocks will now resume allowing this project to be finalised. A “Hotspot” reader is to be installed at the GA Apron to allow tenants to use padlocks installed in that area. Installation of additional CCTV cameras continues. Suitable software being sourced for records database.
1020125 - Airport Screening equipment	To provide business essential equipment to screened passengers and “carry-on” baggage. There is an unplanned need for this procurement due to the intention of the owner of the current equipment to withdraw from provision	Investigation and evaluation of available and compliant equipment currently underway. Procurement selection processes completed and equipment has been ordered. The supplier has advised suitable delivery dates for the equipment.

Project	Commentary	Status
	of services at the airport. Project not previously required or budgeted for.	
987704 – Improve Airside Stormwater Management	To ensure high value aircraft movement area pavements are not compromised by ingress of groundwater. Aging subsoil drains present an erosion risk under the runway shoulders. Assess and complete repairs as required.	Camera inspection completed in an area of concern. Further assessment required. Procurement underway to source service provider for ground penetrating radar investigation.
987685 – Renewal of aviation security Infrastructure	Recurring annual provision.	
959145 – Repairs to Defence deployment area	Annual restoration of pavement pre military exercises	Repairs to pavement and seal completed prior to the deployment for Exercise Wallaby 2013. Further repairs required prior to Wallaby 2014. Estimates being sourced to reseal 2000 sq. metres of deployment area.

Major Projects – Runway Lighting System

The Runway Lighting project consists of 4 Stages as set out below:

Financial Year	Capital Budget Allocation
2013/14 - Construction of ALER, Pit & Duct Works (Stages 1&2)	\$3,581,582
2014/15 – Lighting & Controls, Main Runway (Stage 3)	\$1,985,025
2015/16 – Lighting & Control, Taxiways (Stage 4)	\$1,500,000
TOTAL	\$7,066,607

Construction of Stage 1, the new Airport Light Equipment Room (ALER) is progressing well with the roof sheeting and internal cladding installed. It is anticipated that this stage will be completed towards the end of March, beginning of April 2014.

The tender for the second stage of the project being the AGL Pit & Duct installation has closed. Work is being carried out on post tender negotiations and adjudication to ensure due diligence and a value for money outcome is obtained. Tenders received are a little higher than anticipated, however with the removal of separable part A (The secondary runway and taxiways) and use of alternative pits in the construction, the project cost for this stage should be in the realms of the current financial years approved budget.

Work is continuing on the design of the final stages, lights and control systems. Final Design is anticipated late June, early July 2014.

AIRPORT FINANCE AND STRATEGIC MATTERS REPORT FEBRUARY 2014

Airport Income Statement 13/14 - February 2014

Meeting Date: 2 April 2014

Attachment No: 1



Income Statement
For Airport
For the Period July 2013 to February 2014

Percentage of the year elapsed: **66.7%**

	Adopted Budget \$	Revised Budget \$	YTD Actuals \$	% of YTD Actuals (excl commitals) to Total Budget
Revenues				
Fees and Charges	(10,120,406)	(10,120,406)	(6,599,839)	65.2%
Rent/Lease Revenue	(1,711,959)	(1,711,959)	(1,314,813)	76.8%
Interest revenue	(150,000)	(150,000)	(95,874)	63.9%
Other income	(1,948,309)	(1,948,309)	(1,184,105)	59.7%
Res. received below fair value	0	0	(750)	0.0%
Total Revenues	(13,930,674)	(13,930,674)	(9,175,382)	65.9%
Expenses				
Employee costs	2,665,480	2,665,480	1,570,889	58.9%
Contractors & Consultants	1,405,903	1,405,903	708,318	50.4%
Materials & Plant	249,391	249,391	121,076	48.5%
Asset Operational	1,390,326	1,390,326	891,391	64.1%
Administrative expenses	331,466	331,466	91,893	27.7%
Depreciation	2,283,234	2,283,234	1,522,156	66.7%
Other Expenses	4,000	4,000	0	0.0%
Accounting Adjustments	0	0	265,245	0.0%
Total Expenses	8,329,800	8,329,800	5,170,967	62.1%
Transfer / Overhead Allocation				
Transfer/Overhead Allocation	268,909	268,909	143,710	53.4%
OH Allocation	794,836	794,836	529,891	66.7%
Competitive Neutrality Adjustments	4,537,129	4,537,129	3,024,753	66.7%
Total Transfer / Overhead Allocation	5,600,874	5,600,874	3,698,353	66.0%
TOTAL OPERATING POSITION (SURPLUS) / DEFICIT	(0)	0	(306,061)	0.0%

AIRPORT FINANCE AND STRATEGIC MATTERS REPORT FEBRUARY 2014

Airport Capital Managment Report 13/14 - February 2014

Meeting Date: 2 April 2014

Attachment No: 2



End of Month Management Report - Airport Capital Projects for February 2014

Percentage of Year Elapsed: 66.67%

		October Revised Budget	YTD Actuals	Committals	Total YTD Actuals (inc committals)	% of YTD Actuals (excl committals) to Total Budget
		\$	\$	\$	\$	%
0974257	0974257 Contributed/EANPR Airport Assets CP650	0	(577,218)	0	0	0%
	CP640 CAPITAL CONTROL AERO					
0943123	0943123 GA Apron Code B Parking Areas	0	0	0	0	0%
0959095	0959095 Crescent Lagoon Area Storm Water Managem	63,787	29,193	11,550	40,743	46%
0959127	0959127 [N] Security Upgrades to General Aviatio	99,694	30,680	2,865	33,545	31%
0959133	0959133 [U] RPT Apron Lighting	100,650	20,548	215	20,763	20%
0959135	0959135 [N] GA Apron Lighting	92,550	12,970	17,102	30,072	14%
0959137	0959137 [N] Movement Area Guidance Signs (MAGS)	0	0	0	0	0%
0959140	0959140 [R] Relocation of RWY 15 Windsock	0	0	0	0	0%
0959142	0959142 [R] Ongoing extension of all weather tra	0	0	0	0	0%
0959150	0959150 [R] Runway Lighting Power Distribution a	3,581,582	373,580	584,321	957,900	10%
0959154	0959154 [N] Bay 6 Apron Lighting Upgrade	0	4,687	0	4,687	0%
0959155	0959155 [N] GA Apron Environmental Control for S	0	0	0	0	0%
0959158	0959158 [R] Terminal Building Airside Water Main	0	(496)	0	(496)	0%
0983708	0983708 [R] Movement Area Guidance Signs (MAGS)	0	0	0	0	0%
0987689	0987689 [R] Renew runway windsocks	0	0	0	0	0%
0987704	0987704 [R] Improve Airside Stormwater Managemen	133,125	0	0	0	0%
0987712	0987712 [R] Replace General Aviation Power Switc	0	0	0	0	0%
0987925	0987925 [R] Reconstruction of RPT Apron segment	0	0	0	0	0%
0989189	0989189 [R] Cooling Tower Water Chemical Control	30,000	19,667	0	19,667	66%
	TOTAL CP640 CAPITAL CONTROL AERO	4,101,388	490,827	616,053	1,106,880	12%
	CP650 CAPITAL CONTROL NON AERO					
0580951	0580951 Rockhampton Airport Terminal redevelopme	24,754	15,328	0	15,328	62%
0959120	0959120 [N] Covered walkway electrical	36,135	36,135	0	36,135	100%
0959141	0959141 Rental Car Parking Expansion (Stage 2)	0	0	0	0	0%
0959145	0959145 [R] Repairs to Defence Deployment Areas	25,000	21,754	0	21,754	87%
0959149	0959149 Hunter Street stormwater drainage (Long	0	0	0	0	0%
0983748	0983748 [R] Resurface the Bitumen Area of the Sh	0	0	0	0	0%
0987680	0987680 [N] Enhance the Functionality of the Air	84,894	17,280	32,900	50,180	20%
0987681	0987681 [R] Refurbish General Aviation Precinct	13,032	21,828	0	21,828	167%
0987682	0987682 [R] Replace various Airport IT Systems S	30,650	0	0	0	0%
0987684	0987684 [R] Replace Stormwater Infrastructure	0	0	0	0	0%
0987685	0987685 [R] Renewal of aviation security infrast	61,300	611	6,524	7,135	1%
0987686	0987686 [N] Redundant HV Supply for Airport Prec	0	12,931	0	12,931	0%
0987691	0987691 [R] Replace Roofs of Various Airport Bui	43,383	33,244	0	33,244	77%
0987692	0987692 [N] Install Backup Airconditioning in th	6,000	0	14,643	14,643	0%

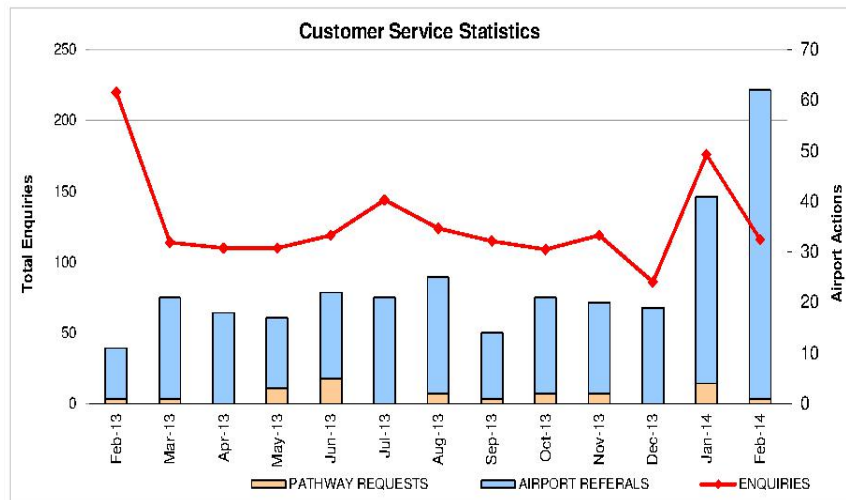
		October Revised Budget	YTD Actuals	Committals	Total YTD Actuals (inc committals)	% of YTD Actuals (excl committals) to Total Budget
		\$	\$	\$	\$	%
0987693	0987693 [U] Improve Terminal Access for People w	61,423	1,980	293	2,273	3%
0987694	0987694 [R] Refurbish Terminal Toilets	50,000	0	0	0	0%
0987695	0987695 [R] Replace Terminal Floor coverings	0	0	0	0	0%
0987701	0987701 [R] Improve Landside Stormwater Manageme	0	0	0	0	0%
0987703	0987703 [R] Resurface Tower Crescent Road	0	0	0	0	0%
0987705	0987705 [N] Construct Staff Access Road off Apro	20,000	21,408	0	21,408	107%
0987706	0987706 [R] Replace and Relocate Telecommunicati	73,189	72,981	0	72,981	100%
0987708	0987708 [R] Refurbish Terminal Main Concourse Ai	15,000	10,200	0	10,200	68%
0987709	0987709 [R] Refurbish Air Handling Unit AC9	0	0	0	0	0%
0987710	0987710 [R] Replace Corrective Services Aircondi	0	0	0	0	0%
0987715	0987715 [R] Replace Mesh on Perimeter Security F	0	0	0	0	0%
0987721	0987721 [R] Replace Depature Lounge Air Handling	0	0	0	0	0%
0987723	0987723 [R] Replace Airconditioning System Chill	19,667	(19,667)	0	(19,667)	-100%
1017282	1017282 [N] Covered areas for paid parking equip	25,000	0	0	0	0%
1020125	1020125 [N] Passenger Security Screening Equipme	250,000	96,482	143,310	239,793	39%
1023540	1023540 [U] Europay MasterCard Visa - Compliance	60,000	0	0	0	0%
1026224	1026224 [N] Water Main Installation Short Term C	0	44,236	0	44,236	0%
	TOTAL CP650 CAPITAL CONTROL NON AERO	899,427	386,732	197,670	584,402	43%
	TOTAL CAPITAL EXPENDITURE	5,000,816	300,341	813,723	1,114,063	6%

AIRPORT FINANCE AND STRATEGIC MATTERS REPORT FEBRUARY 2014

Customer Service Statistics - February 2014

Meeting Date: 2 April 2014

Attachment No: 3



MONTH	ENQUIRIES	AIRPORT REFERRALS	% REFERED	PATHWAY REQUESTS	NOTES
Feb-13	220	10	4.5%	1	
Mar-13	114	20	17.5%	1	
Apr-13	110	18	16.4%	0	Calls from Disaster Centre have not been included in this figures
May-13	110	14	12.7%	3	
Jun-13	119	17	14.3%	5	
Jul-13	144	21	14.6%	0	
Aug-13	124	23	18.5%	2	
Sep-13	115	13	11.3%	1	
Oct-13	109	19	17.4%	2	
Nov-13	119	18	15.1%	2	
Dec-13	86	19	22.1%	0	
Jan-14	176	37	21.0%	4	
Feb-14	116	61	52.6%	1	
Totals	2893	366	12.7%	49	

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting

12 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

13.1 Rockhampton Airport - Airline Charges

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

13 CONFIDENTIAL REPORTS

13.1 ROCKHAMPTON AIRPORT - AIRLINE CHARGES

File No: 1392

Attachments: Nil

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Ross Cheesman - General Manager Corporate Services

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

General Manager Corporate Services reporting on Airport Charges.

14 CLOSURE OF MEETING