



BUSINESS ENTERPRISE COMMITTEE MEETING

AGENDA

3 SEPTEMBER 2014

Your attendance is required at a meeting of the Business Enterprise Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 3 September 2014 commencing at 9.00am for transaction of the enclosed business.

A handwritten signature in black ink that reads "R Chessman".

ACTING CHIEF EXECUTIVE OFFICER
27 August 2014

Next Meeting Date: 01.10.14

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)
Councillor C E Smith
Councillor C R Rutherford
Councillor G A Belz
Councillor R A Swadling

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 Mayor Margaret Strelow.

4 CONFIRMATION OF MINUTES

Minutes of the Business Enterprise Committee held 6 August 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: Ross Cheesman - Acting Chief Executive Officer

Author: Ross Cheesman - Acting 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: 3 September 2014

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
06 August 2014	Possible Compost Project	THAT the deputation and the report ' <i>Possible Compost Project</i> ' be received, and that a further report be brought back to the Committee with detailed analysis to consider inclusion in the overall waste strategy.	Craig Dungleison	20/08/2014	
06 August 2014	Landfill operating hours	1. THAT the hours of operation of the Gracemere Landfill are aligned with the operating hours of the Lakes Creek Road Landfill and that the Gracemere Landfill closes for a half hour period for lunch 12.00 to 12.30pm. 2. THAT an update be provided on the progress of this initiative in December 2014.	Nigel Tuckwood	20/08/2014	

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

Nil

9 STRATEGIC REPORTS

9.1 MONTHLY OPERATIONS REPORT OF ROCKHAMPTON REGIONAL WASTE AND RECYCLING FOR PERIOD ENDED 31 JULY 2014.

File No: 7927
Attachments: 1. Monthly Operations Report RRWR
Authorising Officer: Robert Holmes - General Manager Regional Services
Author: Craig Dunglison - Manager RRWR

SUMMARY

The purpose of this report is to provide Council with an overview of Rockhampton Regional Waste and Recycling (RRWR) for the month of July 2014.

OFFICER'S RECOMMENDATION

THAT Council accept the RRWR operations report for July 2014

**MONTHLY OPERATIONS REPORT OF
ROCKHAMPTON REGIONAL WASTE
AND RECYCLING FOR PERIOD ENDED
31 JULY 2014.**

Monthly Operations Report RRWR

Meeting Date: 3 September 2014

Attachment No: 1

MONTHLY OPERATIONS REPORT
ROCKHAMPTON REGIONAL WASTE AND RECYCLING
Period Ended 31 July 2014

VARIATIONS, ISSUES AND INNOVATIONSGladstone Regional Council – Rockhampton Regional Council Joint Refuse Project

The project advanced with the selection of the consultancy to undertake the investigation of whether the project is feasible or not. Work is being undertaken now to provide the information requested by the consultancy so as they can undertake the work.

Staffing Matters

A presentation was made to the staff member Craig Steadman for 25 years of service.

Gracemere Landfill – dust and litter matters

A local consultancy is being engaged to review the actions undertaken by RRWR to reduce the dust and litter issues at the Gracemere Landfill and to in particular supply information on the latest method to control dust from the use of dirt roads as this has been an issue in recent times and maybe an issue if the site is put back to full use.

Waste Facilities – Security Matters

A review of all cash handling matters at all facilities has been undertaken and policies and procedures have been developed to clearly outline requirements to be met by staff and contractors in this areas. Also random cash and taking audits have been commenced utilising in-house staff.

Also a review of the physical security at all sites is also been undertaken.

Lakes Creek Road Landfill & MRF Tours

Several tours have been undertaken at Lakes Creek Road Landfill (2 CQU student groups) and the Regional MRF (2 school and 1 church group).

IMPROVEMENTS / DETERIORATION IN LEVELS OF SERVICES OR COST DRIVERS

Nil

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

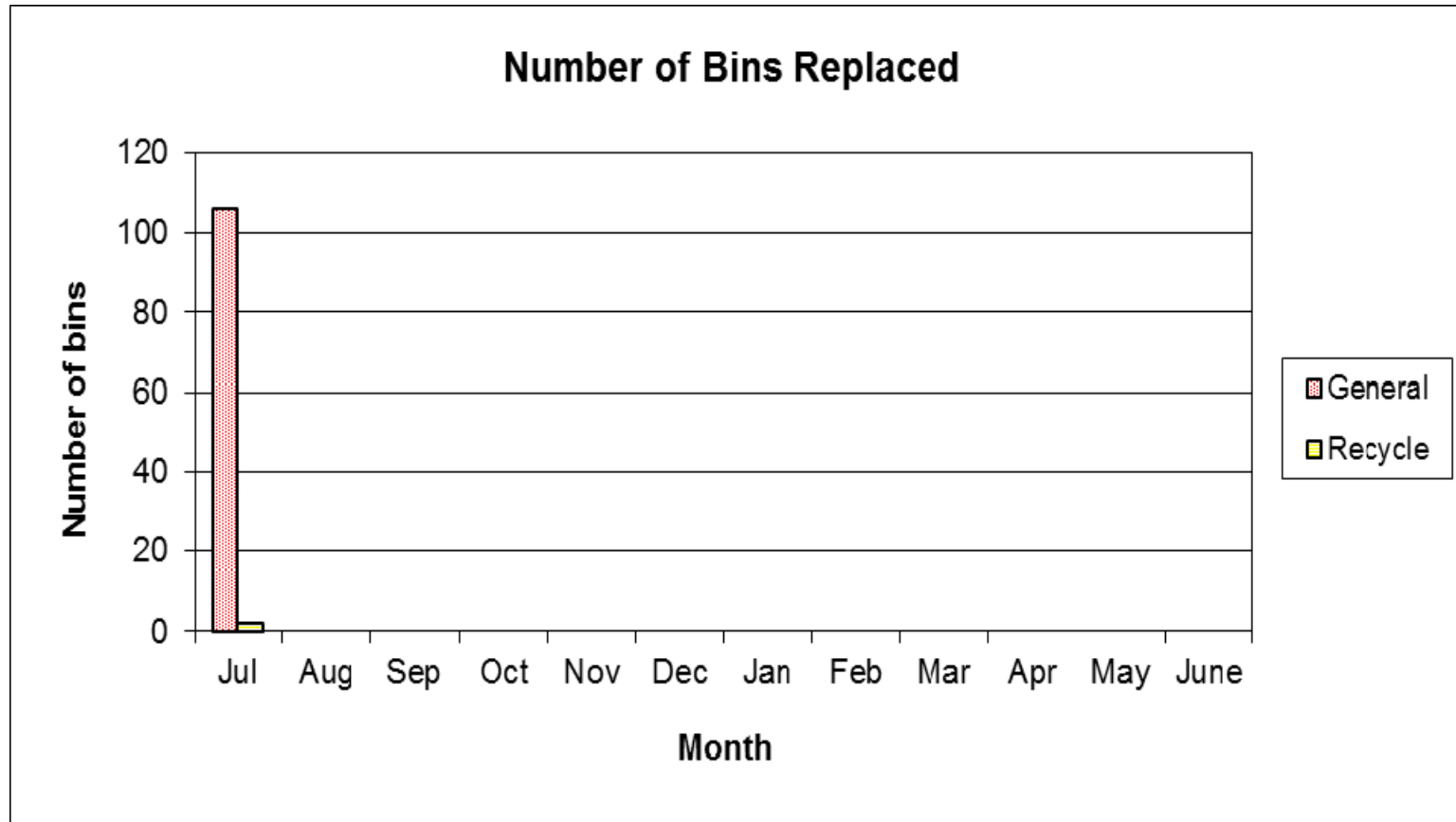
The response times for completing the predominant customer requests in the reporting period for 31 July 2014 are as below:



All Monthly Requests (Priority 3) RRW&R 'Traffic Light' report July 2014

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	Completion Standard (days)	Avg Completion Time (days)		Avg Completion Time (days)		Avg Duration (days) 12 Months (complete and incomplete)		
			Received	Completed						Current Mth	6 Months	12 Months				
Waste/Recycling - RATES NOTICE QUERY	0	0	1	1	0	0	0	0.00	10	<div></div>	0.00	<div></div>	0.25	<div></div>	2.00	2.00
Additional Recycling Service (Fee applies) JJ RICH	0	0	1	1	0	0	0	0.00	2	<div></div>	3.00	<div></div>	3.00	<div></div>	5.20	1.50
Additional Waste Service (Fee applies) RRC	1	1	4	4	0	0	0	344.10	2	<div></div>	1.75	<div></div>	1.39	<div></div>	1.70	1.24
Park Bins (RRC Park/Reserve areas)	0	0	0	0	0	0	0	0.01	23	<div></div>	0.00	<div></div>	4.50	<div></div>	17.40	11.50
Change to Existing Bins (JJ RICHARDS)	0	0	16	15	1	0	0	0.00	5	<div></div>	2.60	<div></div>	2.95	<div></div>	3.27	2.42
Change to Existing Bins (RRC)	1	1	17	16	1	0	0	0.00	2	<div></div>	1.69	<div></div>	2.08	<div></div>	2.26	1.73
Missed Service Recycling - SAME DAY JJ RICHARDS	1	1	11	10	1	0	0	0.00	2	<div></div>	2.70	<div></div>	2.85	<div></div>	2.30	1.10
Missed Service Waste - SAME DAY ENQUIRY RRC	0	0	15	15	0	0	0	-0.46	2	<div></div>	0.80	<div></div>	1.05	<div></div>	0.96	0.80
Missed Recycling Bin JJ (Not out or Truck Missed)	0	0	46	40	6	0	0	0.00	2	<div></div>	2.58	<div></div>	2.37	<div></div>	2.83	1.66
Missed General RRC (Bin Not Out or Truck Missed)	1	1	23	23	0	0	0	0.00	2	<div></div>	1.35	<div></div>	1.34	<div></div>	1.83	1.28
New (First) Bin Set Up (Domestic/Recycle & Comm)	6	6	34	31	3	0	0	0.00	5	<div></div>	3.45	<div></div>	3.65	<div></div>	3.77	2.75
Repair JJ Richards Recycle	0	0	0	0	0	0	0	0.00	5	<div></div>	0.00	<div></div>	3.17	<div></div>	3.24	3.00
Repair RRC General Waste Bin	1	1	29	28	1	0	0	0.00	2	<div></div>	1.43	<div></div>	1.92	<div></div>	1.95	1.52
Replacement Bin JJ (Damaged/Lost/Stolen)	1	1	16	14	2	0	0	0.00	5	<div></div>	3.93	<div></div>	3.88	<div></div>	3.44	2.97
Replacement Bin RRC (Damaged/Lost/Stolen)	5	5	80	72	8	0	0	0.00	2	<div></div>	1.18	<div></div>	1.61	<div></div>	1.82	1.41
Special Event Bins (Parks/Halls etc)	1	1	2	2	0	0	0	0.00	2	<div></div>	1.50	<div></div>	1.69	<div></div>	1.70	1.43
Landfills & Transfer Station - Waste Facilities	1	1	5	2	3	0	0	0.00	1	<div></div>	1.50	<div></div>	1.77	<div></div>	2.34	2.58
Waste and Recycling General Query	3	3	24	23	1	0	0	69.53	5	<div></div>	1.30	<div></div>	2.09	<div></div>	2.92	1.52
Compliment or Complaint RRC or JJ Richards	0	0	8	7	1	0	0	17.67	2	<div></div>	2.57	<div></div>	3.57	<div></div>	2.93	1.38

Comment: Nil

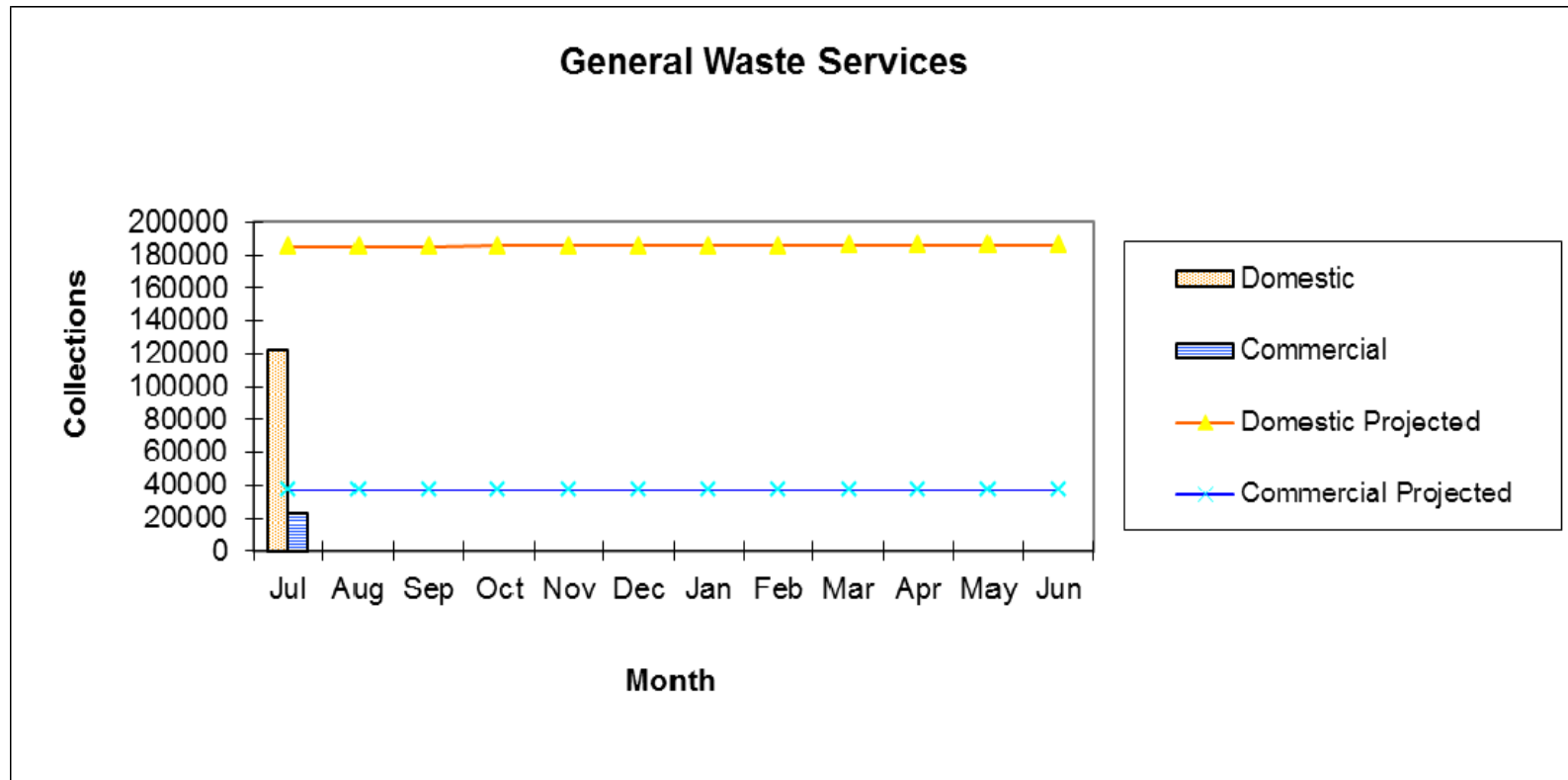


The graph above shows the number of bins replaced during the 2014/2015 financial year on a monthly basis.

Comment: General Waste: Average for the last 6 months is 136 per month. The value for this period is 106.

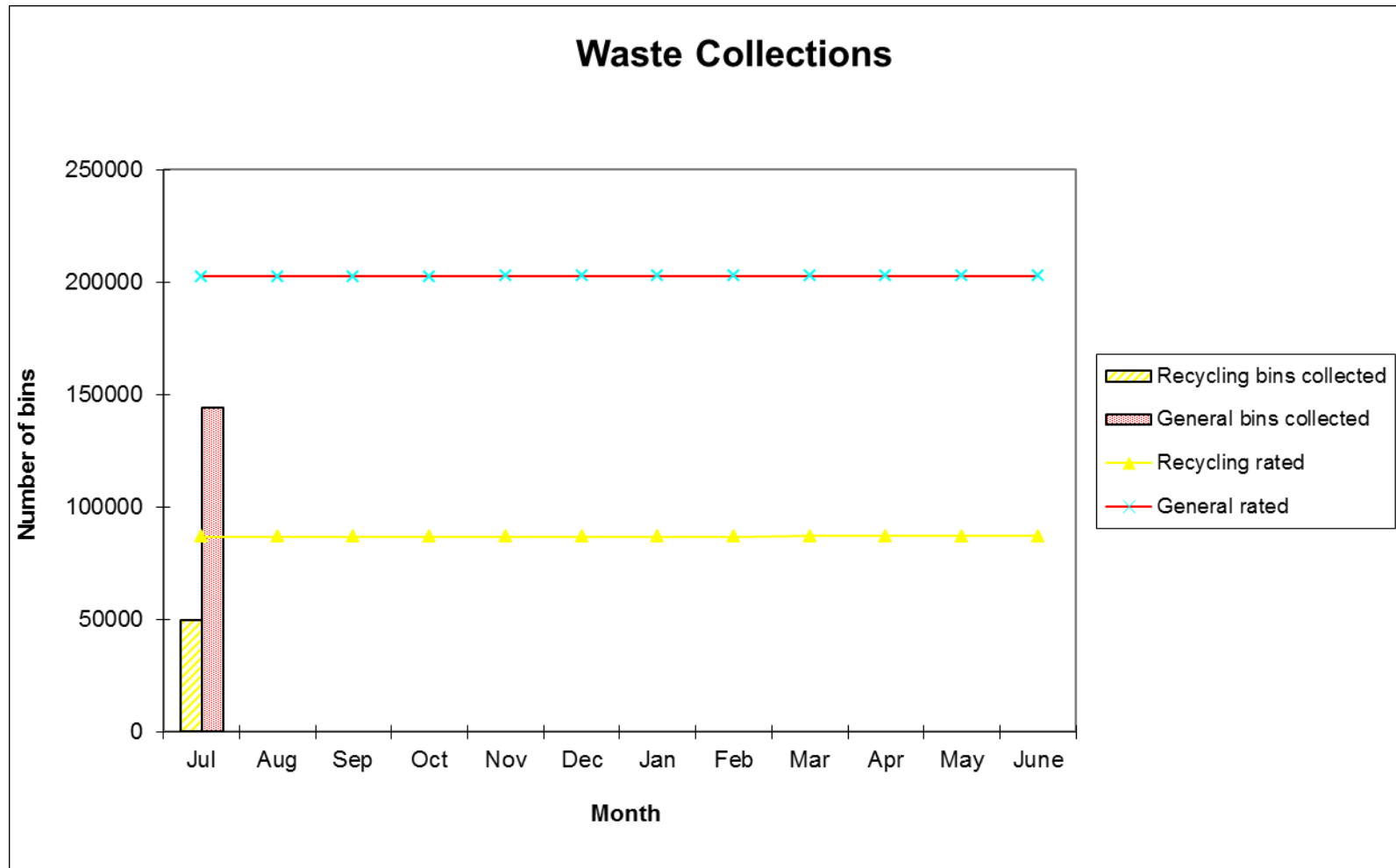
Recycling: Average for the last 6 months is 21 per month. The value for this period is 2.

Recycling bin replacement is considerable less as all bins are newer than the general waste bins and carry a lesser weight (ie "less wear and tear").



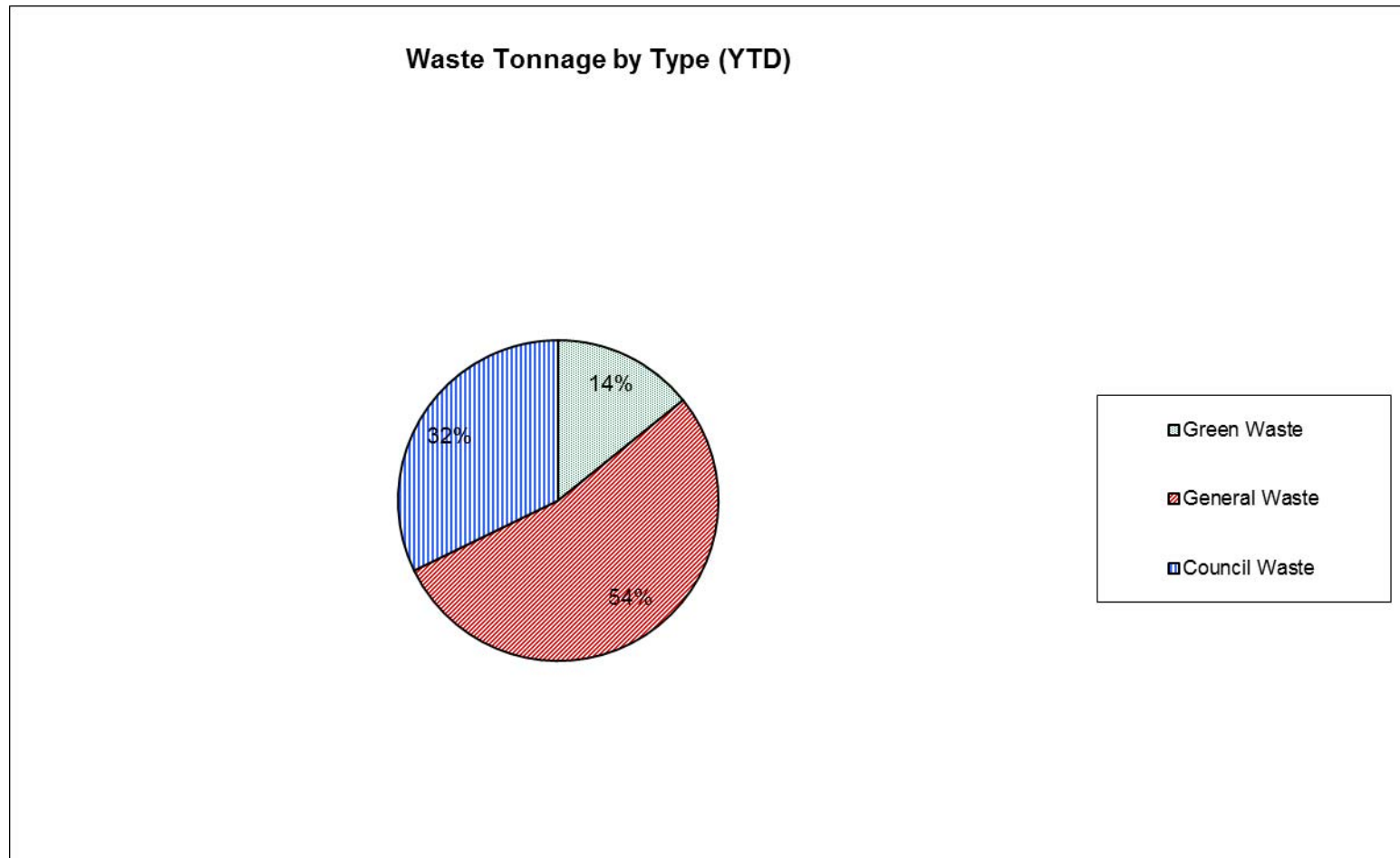
The graph above depicts the division of domestic and commercial waste collection services provided during the 2014/2015 financial year on a monthly basis.

Comment: Domestic: Average for the last 6 months is 112,530 per month. The value for this period is 121,142
Commercial: Average for the last 6 months is 19,324 per month. The value for this period is 22,575.
Services have been higher earlier in the year, generally.



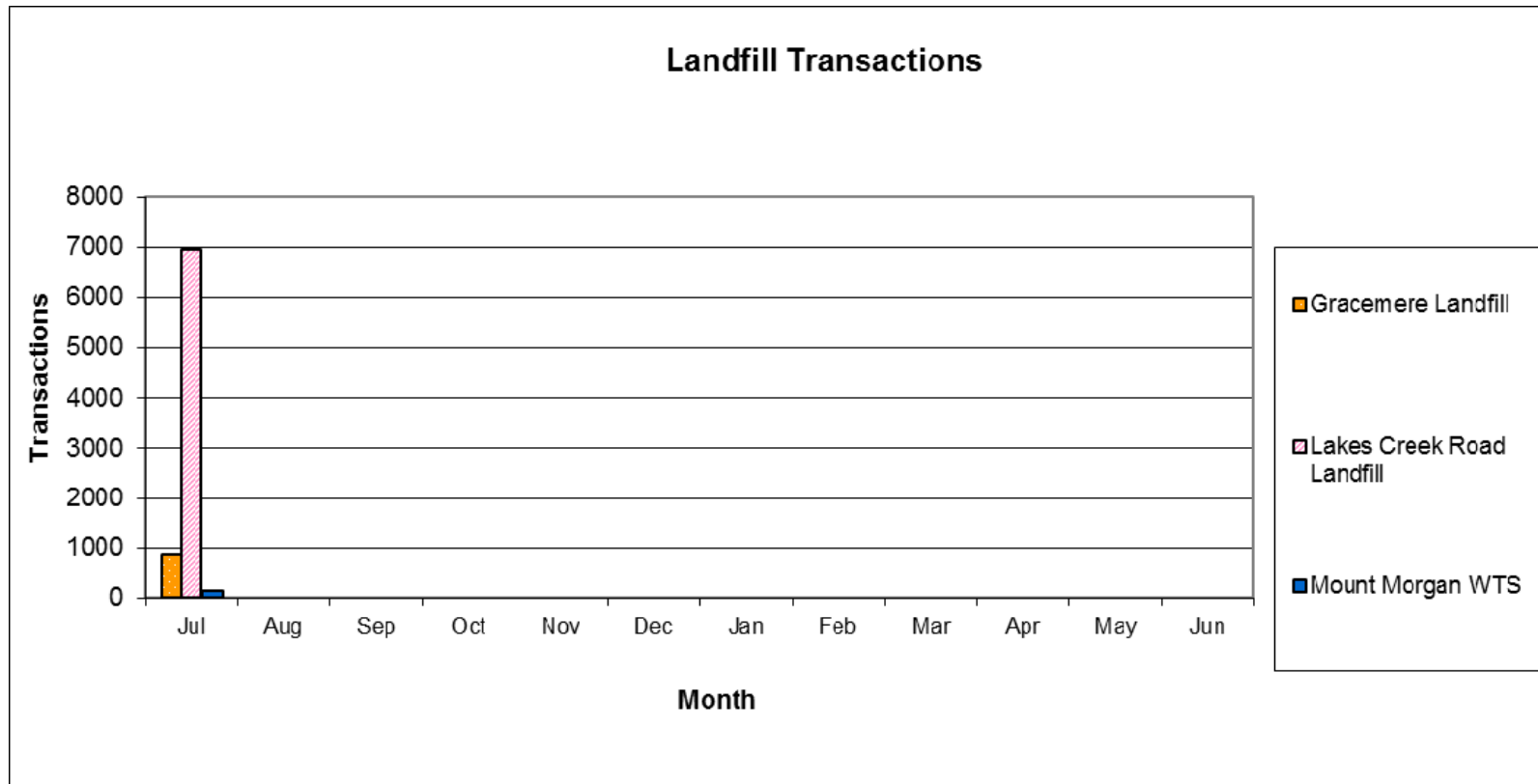
The graph above shows the number of General Waste and Recycling bins serviced during the 2014/2015 financial year on a monthly basis.

Comment: Recycling bins: Average for the last 6 months is 59,695 per month. The value for this period is 49,798.
General Waste bins: Average for the last 6 months is 131,854 per month. The value for this period is 143,987.



The graph above shows the percentage of waste tonnage by waste types accepted at all facilities during the 2014/2015 financial year to date.

Comment: Average for the last 6 months for Green Waste is 12% (809t) per month. The value for this period is 852 tonnes.
Average for the last 6 months for General Waste is 60% (4127t) per month. The value for this period is 3,208 tonnes.
Average for the last 6 months for Council Waste is 28% (1982t) per month. The value for this period is 1,928 tonnes.

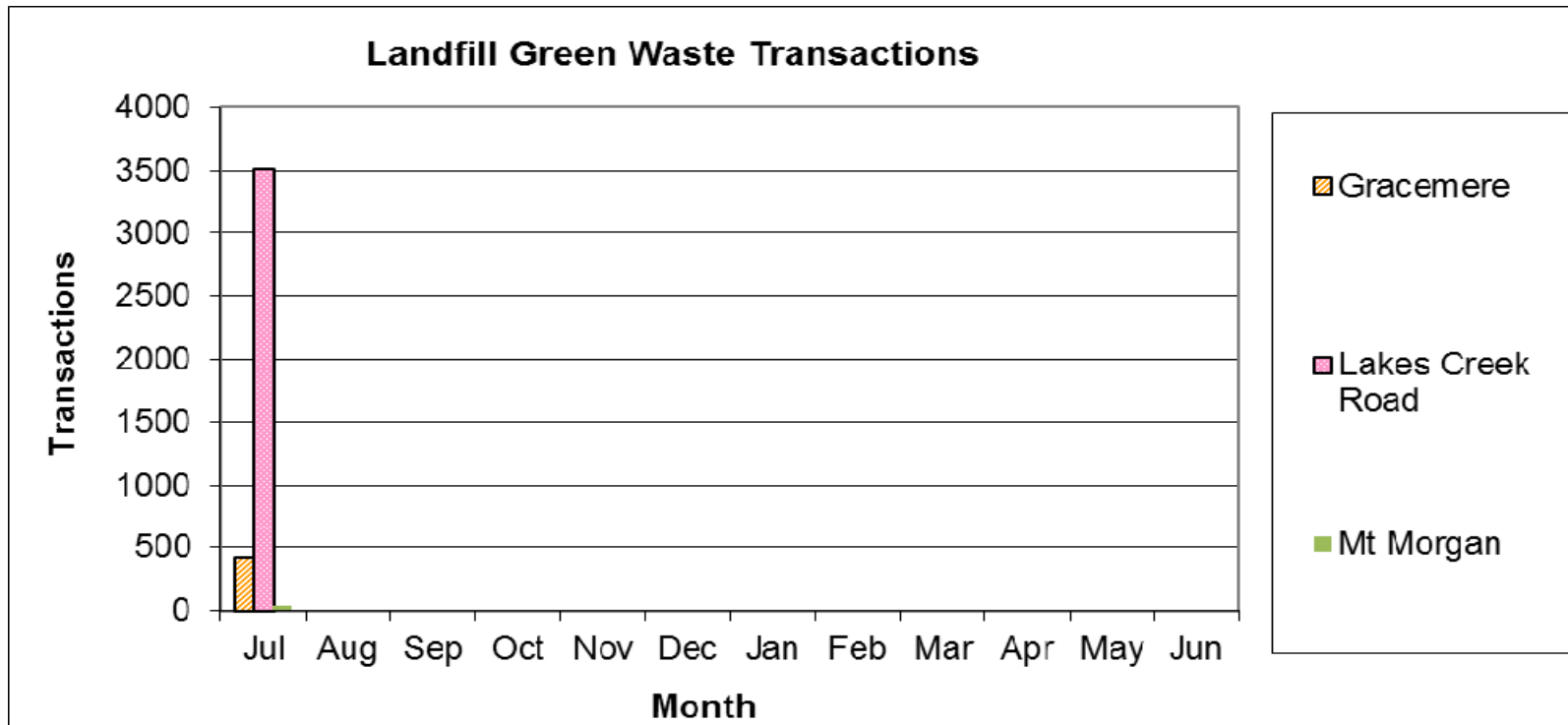


The graph above shows the number of transactions to landfill facilities during the 2014/2015 financial year on a monthly basis.

Comment: Gracemere: Average for the last 6 months is 1,016 per month. The value for this period is 855.

Lakes Creek Road: Average for the last 6 months is 7,232 per month. The value for this period is 6,949.

This July is higher than last July but July is usually a lower transaction month. Also with the fees changing i.e. commercial higher and free greenwaste, the commercial transactions dropped and the greenwaste transaction increased. The total number of transactions is unpredictable.



The graph above shows the number of Green Waste Transactions accepted at facilities with electronic record keeping capabilities during the 2014/2015 financial year on a monthly basis.

Comment: Gracemere: Average for the last 6 months is 204 per month. The value for this period is 417.

Lakes Creek Road: Average for the last 6 months is 1,614 per month. The value for this period is 3,511.

Mt Morgan: Average for the last 6 months is 55 per month. The value for this period is 35.

The increase in transactions at Gracemere and Lakes Creek Road are probably due to the green waste being free to dispose of at the waste facilities.

2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

Safety Statistics

The safety statistics for the reporting period are:

	LAST QUARTER		
	APRIL	MAY	JUNE
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	8	13	17
Number of Incomplete Hazard Inspections	9	12	11

Comment: Nil

Risk Management Summary

Example from Section Risk Register (excludes risks accepted/ALARP)

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Failure to construct & have operational the Waste Transport Station (WTS), including off site haulage at Lakes Creek Road Landfill, by December 2016 which may result in the community of Rockhampton and its surrounds not having any location to effectively dispose of its waste causing possibly a decrease in public health and a significant potential for large scale environmental harm to be caused. This will cause Council strong damage to its reputation and a strong loss of confidence in the ability of Council to manage large facilities/processes on behalf of the community	Moderate 6	Nil – Risk at acceptable level	N/A	N/A	Nil

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Failure to locate and establish a new Landfill for the community of Rockhampton and its surrounds prior to the closure of the existing Lakes Creek Road Landfill - current closure date December 2016 which would result in the community not having any location to effectively dispose of its waste causing possibly a decrease in public health and a significant potential for large scale environmental harm to be caused.	Moderate 6	Nil – Risk at acceptable level	N/A	N/A	Nil
Loss of a major waste management facility due to a natural or man-made disaster, i.e. flood, storm damage, discovery of unexploded ordinance, discovery of a hazardous waste type, etc which may result in the community not having any location to effectively dispose of its waste causing possibly a decrease in public health and a significant potential for large scale environmental harm to be caused. This will cause Council strong damage to its reputation and a strong loss of confidence in the ability of Council to manage large facilities/processes on behalf of the community.	Low 7	Nil	N/A	N/A	Nil
Failure to adequately fund and support Council's asset system which may result in financial loss through increased maintenance costs and service delivery disruptions.	Low 7	Nil	N/A	N/A	Nil

Legislative Compliance & Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	33% (10%) Calculated /by number of staff	Lost HR immunisation records for Staff have been highlighted and this percentage is not a true indication of the outstanding immunisations for RRWR staff. (A more accurate percentage taking the lost records into consideration)
Outdated legislative compliance mandatory training and/or qualifications	Various	6% Calculated /by number of staff	Three staff have missed the Jun Cracking the Code training due to absences
Overdue performance reviews	Various	2% Calculated /by number of staff	Performance review for one staff member (Manager) is overdue

Legislative Compliance Matter	Due Date	% Completed	Comments
Quarterly and Annual Performance Plans	30/09/14 31/12/14 31/03/15 30/06/15	0%	Presented to Council at the first available meeting after the specified date
National Pollutant Inventory	30/09/14	0%	Annual reporting requirements
Carbon Regulatory Report	30/10/14	0%	Annual reporting requirements with payment
Landfill Licences – Department of Environment and Heritage Protection (EHP)	Ongoing for Licences	Ongoing	Licences currently being rewritten in association with EHP as they were incorrect when supplied to RRC post the de-amalgamation process.
Annual Report	30/06/15	0%	The Annual Report is a report dealing with waste statistics.
Annual Return	30/08/14	0%	The Annual Return is a report to EHP concerning the licence conditions at landfills.
Queensland Waste Data System	Quarterly	ongoing	Supply of waste tonnages processed through all landfills
Alton Downs and Mt Morgan Landfills – Compliance Inspection by EHP	No date set	N/A	Inspection conducted in July awaiting report from EHP
Gracemere Landfill – underground water investigation	No set date	N/A	Complaint lodged with EHP in February. Information supplied to EHP. Awaiting a reply.
Waste Facilities – asbestos management	No set date	N/A	Council is in receipt of 3 notices from Workplace Health and Safety Queensland in regards to the cessation of the transportation off site, storage of and disposal of greenwaste mulch contaminated with asbestos. The notice in regards to transportation off site has been compiled with and work is ongoing in regards to other 2 Notices.
Fatigue Management	Ongoing	ongoing	Managed via the use of timesheet monitoring, and Wastedge
Safe Pan 2	Ongoing	ongoing	Monitored via Hazard Inspection, regular RRWR Safety Meetings and consistent highlighting at all Tool Box Meetings

3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

The following abbreviations have been used within the table below:

<i>RRWR</i>	<i>Rockhampton Regional Waste and Recycling</i>
<i>JMK</i>	<i>JM Kelly Constructions</i>
<i>WTS</i>	<i>Waste Transfer Station</i>
<i>PC</i>	<i>Practical Completion</i>
<i>EOT</i>	<i>Extension of Time</i>
<i>LCRL</i>	<i>Lakes Creek Road Landfill</i>

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
ROCKHAMPTON REGIONAL WASTE & RECYCLING CAPITAL WORKS PROGRAM					
2014/ 2015					
LCRL – Remediation	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	01/07/14	30/06/15	7.9%	\$1,957,200	\$155,505
Comment: Working on bund construction for the western end of Stage 1					
LCRL Waste Transfer Station and related Works	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	29/10/12	06/04/14	5.3%	\$3,155,179	\$2,780,480
Comment: The above figures are only for the Waste Transfer Station Building, Dean Street Intersection (including internal road works) and the rail crossing. The Waste Transfer Station building itself is nearly complete. The internal road component of the Dean Street Intersection has had its embankment and road base placed. It has been placed to preload the road area. No work has commenced on the Dean Street Intersection external to the site. There also has been no work on the Rail Crossing					
240Litre Mobil Garbage Bin (Wheelie Bin) Purchases	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	01/07/14	30/06/15	0%	\$152,389	\$0

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Comment: No purchases undertake to date					
Gracemere Landfill – Expansion and Capping	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	01/07/14	30/06/15	0%	\$228,882	\$0
<p>Comment: Have engaged a local consultancy to undertake a review of the Landfill License and associated planning works to expand the tonnage permitted to be accepted by the site from current limit of 10,000tpa to 100.000tpa and to provide information on the cost, timeframe and requirements to expand the site via the use of Stage 2. Am awaiting costs estimates to undertake this work</p> <p>Also the Council's Infrastructure Design Team is currently working on the final landfill form shape including the full usage of Stage 2 to provide the expected airspace for the site. The information once provided will be forwards to a consultancy who has previously worked on the design of the site to provide the estimated cost ad timeframe to construct to provide a liner for Stage 2</p>					
Waste Infrastructure Plan & Landfill Infrastructure Plan	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	01/07/14	30/06/15	0%	\$1,803,534	\$0
<p>Comment: A report is being prepared for Council to fully cost and consider feasibility of replacing the current Roadside Bin Stations with Bank of Bin Stations and Concrete pads and the provision of Waste Transfer Stations at Alton Downs, Stanwell and Bajool and removal of Midgee Roadside Bin Station – June Report to Business Enterprise Committee</p>					
Closure of Existing Landfill sites and landfill remediation work	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	01/07/14	30/06/15	0%	\$86,436	\$0
<p>Comment: Nil work to date. Project is generally reactive based. Funding is used to address matters such as the recent environmental issues with Rugby Park which is a closed landfill site. Staff resources permitting a survey of other closed sites will be undertaken to determine level of risk.</p>					
Waste Facilities, fences, gates and security maintenance	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
	01/07/14	30/06/15	0%	\$50,000	\$0
Comment: No work to date					

4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

As at period ended 31/07/2104 – 8.3% of year elapsed.

Project	Revised Budget	Actual (incl. committals)	% budget expended	Explanation
Nil	Nil	Nil	Nil	Nil


5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

Service Delivery Standard	Target	Current Performance
Weekly collection of domestic waste on same day every week	98%	99.86%
Weekly collection of commercial waste	95%	99.98%
Fortnightly Collection of domestic recyclable waste	98%	99.85%
Fortnightly Collection of commercial recyclable waste	98%	99.95%
Missed service collection provided within two working days from notification when notification is within one working day of scheduled collection	95%	100.00%
Collection services will be made available within four working days upon application by owner	98%	100.00%
Provision of assisted services within ten working days from application by owner	100%	100.00%
Repair or replacement of stolen, removed, damaged, vandalised mobile bins within four working days from notification	100%	100.00%

as at 30 June 2014

6. FINANCIAL MATTERS

Percentage of year elapsed 8.33%

<div>  <div> Income Statement For Period July 2014 to July 2014 8.33% of Year Gone </div> </div>				
	Adopted Budget \$	Revised Budget \$	YTD Actual \$	% of YTD Actuals (excl commitals) to Total Budget
Revenues				
Net rates and utility charges	(13,119,737)	0	(7,032,165)	53.60%
Fees and Charges	(5,692,619)	0	(318,601)	5.60%
Private and recoverable works	0	0	(584)	0.00%
Grants Subsidies & Contributions	(41,364)	0	(682)	1.65%
Other income	(54,500)	0	(4,590)	8.42%
Total Revenues	(18,908,220)	0	(7,356,622)	38.91%
Expenses				
Employee costs	3,305,086	0	213,325	6.45%
Contractors & Consultants	3,984,018	0	167,765	4.21%
Materials & Plant	848,824	0	20,273	2.39%
Asset Operational	1,626,165	0	129,947	7.99%
Administrative expenses	130,042	0	874	0.67%
Depreciation	1,198,193	0	99,849	8.33%
Finance costs	1,833,045	0	0	0.00%
Accounting Adjustments	30,000	0	0	0.00%
Total Expenses	12,955,373	0	632,033	4.88%
Transfer / Overhead Allocation				
Transfer/Overhead Allocation	2,616,310	0	273,730	10.46%
OH Allocation	1,402,244	0	100,595	7.17%
Competitive Neutrality Adjustments	(412,188)	0	(31,276)	7.59%
Total Transfer / Overhead Allocation	3,606,367	0	343,049	9.51%
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	-2,346,480.35	0	-6,381,539.24	271.96%



End of Month Management Report

Waste & Recycling Capital Projects for July 2014

Percentage of Year Elapsed: 8.33% ▲

	12 Month Adopted Budget \$	1415 Adopted inc Carry Forward \$	Oct Revised Budget \$	Feb Revised Budget \$	YTD Actuals \$	Committals \$	Total YTD Actuals (inc committals) \$	% of YTD Actuals (excl committals) to Total Budget %
CP620 CAPITAL CONTROL WASTE								
0580971 [N] Lakes Creek Rd Landfill - Capping Tr	\$1,957,200	\$0	\$0	\$0	\$155,505	\$0	\$155,505	7.9%
0580972 [N] WTS & Stage 3 development - Lakes Cr	\$1,962,800	\$0	\$0	\$0	\$146,378	\$2,626,576	\$2,772,954	7.5%
0983826 [R] Rubbish Bins - Rockhampton Regional	\$126,000	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
0984012 [N] Regional Waste Infrastructure	\$0	\$0	\$0	\$0	\$16,527	\$0	\$16,527	0.0%
1033823 [R] Regional Bin Station & WTS Solution	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
1033861 [N] Reg Waste - future landfill investig	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
	5,046,000	0	0	0	318,410	2,626,576	2,944,985	6.3%
TOTAL CAPITAL EXPENDITURE	5,046,000	0	0	0	318,410	2,626,576	2,944,985	6.3%

Operational

Net rates and utility charges is significantly above the percentage of year elapsed at 53.60% due to the first half of the years rates notices now having been issued with discounts still yet to be taken up.

Fees and charges are currently below the percentage of year elapsed at 5.60% as a result of revenue being lower than anticipated for Lakes Creek (6.13%), Gracemere (1.08%), Alton Downs (7.73%) and Mt Morgan (6.71%) landfill facilities. It is however anticipated that revenue will be brought closer to budget as a result of rises and falls thought the year due to seasonal fluctuations in rubbish being brought into the landfill.

Grants and subsidies revenue is also below budget at 1.65% as a result of the community education recycling contract revenue still yet to be received.

Other income category is income received relating to contract payments for recycling and landfill scavenging services, which is slightly higher than budget at 8.42% YTD.

Employees costs are slightly lower than the percentage of year elapsed at 6.45% as a result of costs being less than anticipated for salaries and wages (6.4%), overtime (5.0%), on cost (7.0%), training (0%), travel (0%), and WHS expenditure (0%). It is however anticipated that expenditure will be brought closer to budget as the year progresses.

Materials and plant expenditure is also lower than budget at 4.21% as a result of maintenance works yet to be undertaken for the new financial year.

Asset operational expenditure is also slightly lower than budget at 7.99% as a result of Tax Invoice timing delays for electricity (0%), cleaning (0%) and rates expenditure (0%) YTD.

Administrative expenses are also significantly lower than budget at 0.67% as a result of purchases yet to be made for the new financial year.

Finance costs represent interest charged on loans which is paid quarterly.

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

Total Transfer / overhead allocation expense is slightly higher than budget at 9.51% as a result of higher than anticipated internal expense, lower than anticipated internal revenue and higher than anticipated internal plant hire.

Capital

RRWR capital project expenditure for 14-15 is currently below the percentage of year elapsed at 6%.

The majority of RRWR capital expenditure to date relates to the following: Landfill Capping (7.9%) and the LCR Waste Transfer Station (7.5%)

Note – 13/14 budget rollovers are still yet to take place.

There are no material exceptions to this report.

**9.2 CORPORATE SERVICES DEPARTMENT - ROCKHAMPTON AIRPORT -
MONTHLY OPERATIONAL REPORT**

File No: 7927
Attachments: 1. Airport Finance Monthly Report
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Trevor Heard - Manager Rockhampton Airport

SUMMARY

The monthly operations report for the Rockhampton Airport as at 31 July 2014 is presented for Councillor's information.

OFFICER'S RECOMMENDATION

THAT the Corporate Services Departmental Monthly Operations Report for Rockhampton Airport as at 31 July 2014 be 'received'.

COMMENTARY

The monthly operation report for Rockhampton Airport of the Corporate Services department is attached for Council's consideration. This is the first of the report under the new format that correlate to Councils Operational Plan. The performance information contained within the attached reports relates directly to the adopted 2014/15 Operational Plan Key Performance Indicators.

It is recommended that the monthly operations report for the Rockhampton Airport as at 31 July 2014 be received.

**CORPORATE SERVICES
DEPARTMENT - ROCKHAMPTON
AIRPORT - MONTHLY OPERATIONAL
REPORT**

Airport Finance Monthly Report

Meeting Date: 3 September 2014

Attachment No: 1

MONTHLY OPERATIONS REPORT

Rockhampton Airport

Period Ended 31 July 2014

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Introduction of charging of aircraft parking fees through Avdata who invoice and collect the landing fees to simplify the invoicing, collection and debt recovery of aircraft parking fees. (This eliminates the need for aircraft owners to complete the forms required to become a debtor so they can be invoiced through the Council accounts payable system)

A new enhanced process for the management and collection of Lost property has been developed and will be implemented in September 2014. This will allow collection of lost property by passengers outside of, as well as during normal office hours)

Improvements / Deterioration in Levels of Services or Cost Drivers

Commencement of the process of improving airport customer service and maintenance of car park equipment levels with the service provider MSS Security.

Issues

Audit and Compliance

On 29 July the Office of Transport Security completed an audit of the Aviation Security Identity Card issuing processes and the Airport's approved program for issuing these identity cards. At the exit meeting the inspectors advised that they had not identified any non-compliances. Some minor observations were discussed for improvement and they are expected to be included in the final report as formal observations.

Military Exercises

The final site reconnaissance for the military training exercise Wallaby 2014 was completed on 31 July. Members of the Republic of Singapore Air Force visited the airport to discuss deployment and operating details prior to the Final Planning Conference. Planning for this exercise increased in scope during the reporting period.

The meeting was also used to introduce options for conducting future exercises at the airport. The options introduce change to the ongoing use of the eastern section of the secondary runway as a temporary apron parking area for helicopters, and using this pavement for future provision of a taxiway to allow larger fixed wing aircraft to access the eastern General Aviation Apron.

General Activities

The introduction of a tall crane at the Yeppen South bridge construction project poses potential impacts for the operation of the primary runway as the work progresses towards the runway. Review for flight procedure impact has been outsourced and is currently underway.

Secondary Runway

Public consultation commenced for the master planning review of future capacity for the secondary runway, Runway 04/22. A public meeting was held at the Aero Club on the evening of 21 July to introduce a proposal to stakeholders for the reduction of the operating length and width of this runway.

Passenger Numbers

Passenger numbers for July this year were 58,610 compared to 63,481 in July 2013.

Asset Management Consultancy (in partnership with RRC Asset Management and Conquest Teams)***HV Supply***

The Connection Application for HV Supply to the Airport has been submitted to Ergon Energy. The purpose of this is to establish what options are available for increased power supply to the airport to accommodate growth.

Terminal Precinct

Four tall palm trees have been removed from car park gardens. A list of Airport appropriate trees has been provided to Parks & Open Spaces to identify appropriate replacement trees.

Annual slip testing has been conducted within the Terminal Building with the results showing nil non-compliance.

The large waste skip bins location has been modified to improve access due to a Safety Hazard.

The Departure Lounge Toilets automatic door button has been relocated so that it is more obvious to passengers.

General Aviation Precinct

The road edges of the worst section of Aviation Drive adjacent to PIQ entry have been repairs in preparation for the Singapore Army's Exercise Wallaby 14.

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for July 2014 are as below:

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed									
Airport Administration General Enquiries	0	0	4	4	0	0	0	0.00	10	0.00	2.30	2.25	1.28
Airport Services General Enquiries	0	0	1	1	0	0	0	0.00	10	10.00	10.00	6.00	0.00

2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

Safety Statistics

The safety statistics for the reporting period are:

	FIRST QUARTER		
	July	Aug	Sept
Number of Lost Time Injuries	0		
Number of Days Lost Due to Injury	0		
Total Number of Injuries	0		
Number of Completed Hazard Inspections	0		

Risk Management Summary

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Aircraft accident, incident or malfunction occurs within the Rockhampton airport precinct resulting in possible death or injury, financial loss, interruption to airline service delivery, damage to infrastructure and reputation damage to the airport	Moderate 6	Upgrade airport lighting system.	Stage 1: 30/6/2014 Stage 2: 30/6/2015 Stage 3: 30/6/2016	40%	Now 100% Stage 1 ALER complete and main runway transformers replaced to improve circuit reliability from zero MΩ to 0.3MΩ Stage 2 Pit&Duct commenced June 2014 Stage 3 design in progress
Security breach or threat at the airport resulting in possible death or injury, reputation damage to the airport, additional costs, disruption to airline services due to airport closure, infrastructure damage, fines in relation to a regulatory breach	Moderate 6	Replace hard key system on all gates and access points with proximity card electronic card system so lost cards can have access withdrawn.	30/06/2014	40%	Due to the implementation issues in the GA area and lead time for new proxy locks the revised due date is now 31/12/2014. High risk gates in Main apron installed

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Airport revenue decreases over a sustained period resulting in the airport performance KPI's not being met, budgetary impacts, reduced availability of funds for capital programs,	Moderate 5	Provide new lease agreements with Singaporeans and Australian Defence worth \$1.4mill Redevelop the airport terminal to increase retail revenue.	30/06/2014 Terminal now - 30/12/2015	80%	Now 100% SAF & ADF long term leases now executed Architect has completed a cost effective solution. After consultation with the Mayor a report including a business case will be presented to Council.
Airport assets not maintained, upgraded, inspected or monitored effectively in accordance with regulatory requirements resulting in possible death or injury, reputational damage, compliance failure, reduced service delivery, WH&S fine	Moderate 6	Facility maintenance and condition assessment inspection schedules are in the process of being completed and detailed in conquest. Consultant engaged to identify critical infrastructure and to load into Conquest to ensure regular maintenance is performed.	Stage 1: 30/12/2014	45%	Now 50%, Main Runway condition assessment completed HV capacity evaluation preliminary study completed High risk Fire Hydrant Systems now completed Airconditioning condition report completed.

Legislative Compliance & Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Annual Airport Technical Inspection	November 2014	0%	
Annual Airport Electrical Inspection	October 2014	0%	
Emergency Exercise (Table Top)	May 2015	0%	
Annual Runway Friction Testing	January 2015	0%	

Annual Review of Airport SMS Risk Register	April 2015	0%	
Aerodrome Manual review	April 2015	0%	
Annual Review of Airport Risk Register	July 2014	50%	Expected completion date - October 2014

3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
FACILITIES					
959150 – Runway Lighting System Replacement	18/12/2011	30/05/2016	<p>Strategy has been developed to complete this project over the next four years.</p> <ul style="list-style-type: none"> • Stage 1 – ALER – PC issued 24 April 2014. • Stage 2 – Revised to Complete Pit & Duct System. Commenced construction 19 May 2014, expected duration of 16 weeks. • Stage 3 – Aeronautical Ground Lighting (AGL) System for Main Runway & Taxiways. • Stage 4 – Cross Runway & Taxiways (excluded). 	\$1,985,025 Carryover 13/14 \$1,327,780	\$888,201
<p>Commentary:</p> <p>ALER – List of final defects being repaired and monitored. Requested to be completed by 15 August 2014.</p> <p>Pit & Duct – Work is proceeding according to the program. Several issues with runway and taxiway pavement above the under bore sites. One runway under bore removed from program as a result. Eight variations have been submitted to date. Estimate practical completion date is now 07 October 2014 (refer to Project Manager Monthly Report).</p> <p>AGL System – Technical specification is in final draft. The design drawings are being reviewed. On-site delivery methodology is being determined. Expected to go to tender September 2014.</p>					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
FACILITIES					
959095 – Crescent Lagoon Area Stormwater Management	08/08/2013	30/11/2014	Valving has been installed. Valve platform and grate have been installed. Pumping solution to be procured and site set-up.	\$0 Carryover 13/14 \$80,044	\$0
<p>Commentary:</p> <p>Pumping solution – Tender specification found to be inadequate and therefore has been withdrawn. Revised specification being developed.</p> <p>Pump site – FRW quote of \$25k with a concern of resource availability. Alternative options are being investigated.</p>					
987680 – Enhance the functionality of the Airport Building Management System software	19/12/2013	31/05/2015	Scope of Works developed in conjunction with IT Projects and Service Provider. Business case to be resubmitted to ISSG.	\$10,000 Carryover 13/14 \$44,516	\$9,010
<p>Commentary:</p> <p>New version of the BMS is now available to Airport employees. Demonstration to Airport Management scheduled for next fortnightly meeting. External service provider and user access protocols being developed in conjunction with RRC IT.</p>					
987693 – Improve Terminal Access for People with Disabilities.	Ongoing	Ongoing	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.	\$20,000 Carryover 13/14 \$39,562	\$0
<p>Commentary:</p> <p>Item 1 - Kick plate installed.</p> <p>Item 2 - Terminal Concourse and Departure Lounge Auto-Toilet Doors installed. Evaluating next priority items for this project.</p>					
959133 – RPT Apron Lighting	29/08/2013	N/A	Project to be scoped, lighting levels to be measured to determine requirements.	\$0 Carryover 13/14 \$80,102	\$0

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
FACILITIES					
<p>Commentary:</p> <p>Final concept accepted.</p> <p>RPT apron light poles (7 off) switchgear and control equipment upgrade:</p> <p>Light poles 3, 4 & 5 complete. Work on pole 7 commenced. Poles 1 & 2 - determining requirements.</p>					
959135 – GA Apron Lighting	17/02/2012	30/11/2014	Project to be scoped, lighting levels to be measured to determine requirements.	\$0 Carryover 13/14 \$50,827	\$24,063
<p>Commentary:</p> <p>Final concept accepted.</p> <p>Development of the technical specification for modifications to the GA Apron Lighting to accommodate the new RFDS Leased Area is progressing. Drawings of existing electrical infrastructure are nearing completion. Hazardous Area Assessment conducted due to locality of lights in relation to the fuel bowzers. RPEQ approved design has been received. The final design requirements are being developed.</p>					
1017282 – Covered areas for long Term car park equipment	01/07/2014	31/08/2014	Ongoing	\$0 Carryover 13/14 \$25,000	\$21,582
<p>Commentary:</p> <p>Work has commenced and expected completion date is August 2014.</p>					
987682 – Replace various Airport IT Systems Software and Hardware	N/A	N/A	Ongoing	\$20,000 Carryover 13/14 \$30,650	\$0
<p>Commentary:</p> <p>Recurring annual project.</p>					
1020125 - Airport Screening equipment			Completed Project currently in defect liability period.	\$0 Carryover 13/14 \$5,373	\$5,373
<p>Commentary:</p> <p>To provide business essential equipment to screened passengers and “carry-on” baggage. There was an unplanned need for this procurement due to the intention of the owner of the current equipment to withdraw from provision of services at the airport.</p> <p>Project not previously required or budgeted for.</p>					
1033137 – Paid Covered Car Parking Equipment	12/08/2014	30/09/2014	Detailed project planning has commenced. Paid parking equipment has been ordered and preparatory work has been identified and	\$0	\$42,582

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
FACILITIES					
			commenced.		
Commentary: Installation of paid car parking equipment in the previous staff car parking facility.					
989189 – Cooling Tower Water Chemical Control	September/October 2014	31/12/2014	Chemical monitoring and control equipment procured. Virgin Australia lease revised and approved by both parties. Building modifications agreed and approved.	\$0 Carryover 13/14 \$10,333	\$4,545
Commentary: Installation of 24/7 monitoring and control of the air conditioning condenser water chemicals treatment. Chemical monitoring and dosing equipment to be installed in section of ground floor office area leased to Virgin Australia.					
1023540 – Upgrade to Car Park Credit Card Readers for EMV	01/11/2014	31/12/2014	Airport has been working with the CBA and their preferred card reader provider. Delivery date has been extended to the end of August 2014.	n/a Carryover 13/14 \$60,000	\$0
Commentary: Credit Card Providers stipulated that all credit card readers need to be upgrade to read the new programmable chip technology by 1 January 2015.					
959158 – Terminal Building Airside Water Main	25/09/2011	N/A	Possible deferral. Developing a scope of works in conjunction with FRW and the Design Office.	\$109,155	\$0
Commentary: Sections of the Airport Water Main are constructed in asbestos cement which has been identified as a high risk of failure therefore needs to be replaced.					
987719 – Refurbish Terminal Building Front Awning	N/A	N/A	To be commenced.	\$15,000	\$0
Commentary: Several sections of the Terminal building front awning require major repairs.					
987728 – Replace/ Refurbish Air Handling Unit AC7	01/08/2014	30/09/2014	Service provider has been engaged and work is being planned.	\$10,000	\$9,940

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
FACILITIES					
Commentary: Condition Assessment identified that AC 7 required some refurbishment work to extend its working life.					
1033863 – Replace Internal & External Doors within the Terminal	Early 2015	Early 2015	Detailed scope of works to be developed.	\$50,000	\$0
Commentary: Several Terminal doors are showing evidence of total failure and require replacing.					
1033866 – Replace 1 - Terminal Roof Skylights	Early 2015	Early 2015	Terminal Roof Skylights are significantly deteriorated and require replacement.	\$30,000	\$0
Commentary: N/A					
1033879 – Access Road to Workshop	N/A	N/A	Detailed scope of works to be developed.	\$42,400	\$0
Commentary: Road has significantly deteriorated and requires resurfacing.					
987694 – Refurbish Terminal Concourse Toilets	Early 2015	Early 2015	Preliminary design has been agreed. Concept design is being developed. Costings of options being sourced.	\$50,000 Carryover 13/14 \$50,000	\$0
Commentary: It has been identified that the Terminal Toilets are under capacity during peak operating hours and require redesign to increase capacity.					
987712 – Replace General Aviation Power Switchboards	Early 2015	Early 2015	Detailed scope of works to be developed.	\$40,000	\$0
Commentary: Condition Assessment has identified that several General Aviation Switchboards are significantly deteriorated and require replacement.					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
OPERATIONS					
959127– General Security Access Upgrades	Ongoing	Ongoing	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 has resumed allowing this project to be finalised. Electronic padlocks for Gate 1 and 1A have been installed. This will provide enhanced access control for emergency services and defence force deployments. A “Hotspot” reader is to be installed at the GA Apron to allow tenants to use padlocks installed in that area.	\$50,000 Carryover 13/14 \$66,149	\$0
<p>Commentary:</p> <p>Funds to upgrade security equipment. Includes the replacement of the locking system for gates at the GA Apron and military deployment areas.</p> <p>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.</p>					
959142 – Ongoing Extension of All Weather Trafficable Perimeter Road	1/7/2014	N/A	Significant works are planned for completion of the aeronautical ground lighting replacement project. The scale of these works will significantly reduce the capacity of staff to complete the road works. Potential deferral.	\$71,785	\$0
<p>Commentary:</p> <p>To improve access for daily fence inspections during wet weather. Annual funds allocated with the aim of providing a continuous perimeter road. Recycled pavement materials are utilised when available.</p>					
987704 – Improve Airside Stormwater Management	1/7/2014	Further investigation works will be initiated by December 2014	Ground penetrating radar investigation works completed for subsoil drains along the shoulders of the original portion of Runway 15/33. Report received from contractor. Further investigations required to determine the	\$508,125	\$0

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD Actual (Including Committals)
CAPITAL WORKS PROGRAM					
OPERATIONS					
			scope of remedial works.		
<p>Commentary:</p> <p>To ensure high value aircraft movement area pavements are not compromised by ingress of groundwater.</p> <p>Aging subsoil drains present an erosion risk under the runway shoulders. Assess and complete repairs as required.</p>					
987685 – Renewal of aviation security Infrastructure	Ongoing	Ongoing	Recurring annual provision to upgrade and replace systems.	\$20,000 Carryover 13/14 \$60,689	\$19,355
<p>Commentary:</p> <p>Installation of CCTV Cameras and associated infrastructure.</p>					
959145 – Repairs to Defence deployment area	Ongoing	Ongoing	Extensive repairs required prior to Wallaby 2014. The reseal of 2000 sq. metres is scheduled for completion following trench excavations for the airfield lighting project.	\$50,000 Carryover 13/14 \$2,441	\$37,966
<p>Commentary:</p> <p>Ongoing repairs and restoration of pavement for military exercises.</p>					

4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

As at period ended July 2014 – 8% of year lapsed.

Project	Revised Budget	Actual (incl. committals)	% budget expended	Explanation
Drainage Study for Future Developments	\$16 379	\$17 463	106%	This study is to determine the best options for a new road off Hunter Street to open up land for development and effects of the footprint of any new developments on the floodplain and how these can be mitigated in order for the developments to proceed. The study is progressing with input from flood modeling initially, of a local flood event.
Runway Master Plan Options	\$29 590	\$20 515	70%	This study is to determine the best future length of the secondary runway given present and future

				<p>usage of light aircraft, in particular the RFDS and Training and charter aircraft. The present length of 1645m is already reduced for each year during military exercises to 1200m.</p> <p>A permanent reduction in length to 1200m or shorter would enable development of new hangars, apron parking and freight facilities.</p>
Rockhampton Sign on Airport Walkway	\$2 574	\$0	0%	<p>A new style sign over existing lettering is being investigated by Brand & Marketing to better highlight Rockhampton airport for arriving or transiting passengers.</p>
Design and Estimates for Runway, Taxiways and Apron Overlays	\$30,000	\$0	0%	<p>Special Projects has prepared a draft scope of works for the major overlays of the airport pavements scheduled to commence in 2016/17.</p> <p>This tender will also include an updated estimate of the capital costs of these works so our future capex program can be adjusted if need be.</p>

5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

Non-Financial Performance Targets & Required Outcomes

Required Outcomes compared for the same period in 2013/14

	Monthly Target	Result Monthly / Full Year
Passenger Numbers	+1%	-7.6% / -7.6%
Aircraft Movements	+1%	+33.8% / +33.8%
Bird Strikes	3 per month	3 / 3
Lost Time Days – workplace injuries	0	0 / 0
Reported Public Injuries on Airport Precinct	0	0 / 0
Customer Requests Actioned	100%	100% / 100%
Airline Engagement Meetings	Every 3 months	Yes / Yes
Military Exercise Briefings Attended	100%	Yes / Yes

FINANCIAL MATTERS

Airport Income Statement

	Adopted Budget \$	YTD Actuals \$	% of YTD Actuals (excl commitals) to Total Budget
Revenues			
Fees and Charges	(12,027,728)	(905,711)	7.5%
Rent/Lease Revenue	(2,136,500)	(186,043)	8.7%
Interest revenue	(120,000)	(11,155)	9.3%
Other income	(1,822,856)	(123,158)	6.8%
Total Revenues	(16,107,084)	(1,226,068)	7.6%
Expenses			
Employee costs	2,758,888	190,798	6.9%
Contractors & Consultants	1,488,888	70,146	4.7%
Materials & Plant	272,240	5,772	2.1%
Asset Operational	3,233,113	53,411	1.7%
Administrative expenses	169,676	9,817	5.8%
Depreciation	2,602,870	216,906	8.3%
Total Expenses	10,525,675	546,850	5.2%
Transfer / Overhead Allocation			
Transfer/Overhead Allocation	268,090	13,021	4.9%
OH Allocation	794,836	66,236	8.3%
Competitive Neutrality Adjustments	4,518,484	376,540	8.3%
Total Transfer / Overhead Allocation	5,581,410	455,798	8.2%
TOTAL OPERATING POSITION (SURPLUS) / DEFICIT	1	(223,420)	

Capital Management Report

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

Percentage of Year Elapsed: 8.33%

		Feb Revised Budget	YTD Actuals	Commitals	Total YTD Actuals (Inc commitals)	% of YTD Actuals (excl commitals) to Total Budget
		\$	\$	\$	\$	%
CP640 CAPITAL CONTROL AERO						
0959127	0959127 [N] Security Upgrades to General Aviation	0	0	0	0	0%
0959135	0959135 [N] GA Apron Lighting	0	19,230	4,833	24,063	0%
0959142	0959142 [U] Ongoing extension of all weather tra	0	0	0	0	0%
0959150	0959150 [R] Runway Lighting Power Distribution a	0	750,396	137,804	888,201	38%
0959158	0959158 [R] Terminal Building Airside Water Main	0	0	0	0	0%
0987704	0987704 [U] Improve Airside Stormwater Managemen	0	0	0	0	0%
0987712	0987712 [R] Replace General Aviation Power Switc	0	0	0	0	0%
0989189	0989189 [R] Cooling Tower Water Chemical Control	0	0	4,545	4,545	0%
	TOTAL CP640 CAPITAL CONTROL AERO	0	769,626	147,183	916,809	28%
CP650 CAPITAL CONTROL NON AERO						
0580951	0580951 Rockhampton Airport Terminal redevelopme	0	0	1,609	1,609	0%
0959145	0959145 [R] Repairs to Defence Deployment Areas	0	0	37,996	37,996	0%
0987680	0987680 [R] Enhance the Functionality of the Air	0	0	9,010	9,010	0%
0987682	0987682 [R] Replace various Airport IT Systems S	0	0	0	0	0%
0987685	0987685 [R] Renewal of aviation security Infrast	0	0	19,355	19,355	0%
0987693	0987693 [U] Improve Terminal Access for People w	0	0	0	0	0%
0987694	0987694 [R] Refurbish Terminal Toilets	0	0	0	0	0%
0987719	0987719 [R] Refurbish Terminal Building Front Aw	0	0	0	0	0%
0987728	0987728 [R] Replace Air Handling Unit AC7	0	0	9,940	9,940	0%
1017282	1017282 [N] Covered areas for paid parking equip	0	0	21,582	21,582	0%
1020125	1020125 [N] Passenger Security Screening Equipme	0	0	5,373	5,373	0%
1033137	1033137 [N] Premium Paid Covered Carpark Equipme	0	0	42,582	42,582	0%
1033883	1033883 [N] Replace Internal & external doors Te	0	0	0	0	0%
1033888	1033888 [R] Terminal Roof Skylights	0	0	0	0	0%
1033879	1033879 [U] Access road to Workshop	0	0	0	0	0%
	TOTAL CP650 CAPITAL CONTROL NON AERO	0	0	147,448	147,448	0%
	TOTAL CAPITAL EXPENDITURE	0	769,626	294,629	1,064,255	25%

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 CLOSURE OF MEETING