

City of Busselton
Geographe Bay

**Airport Advisory
Committee Agenda**

12 April 2023

ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST

city@busselton.wa.gov.au

CITY OF BUSSELTON

MEETING NOTICE AND AGENDA – 12 APRIL 2023

TO: THE MAYOR AND COUNCILLORS

NOTICE is given that a meeting of the Airport Advisory Committee will be held in the Council Chambers, Administration Building, Southern Drive, Busselton on Wednesday, 12 April 2023, commencing at 10:00am.

The attendance of Committee Members is respectfully requested.

DISCLAIMER

Statements or decisions made at Council meetings or briefings should not be relied on (or acted upon) by an applicant or any other person or entity until subsequent written notification has been given by or received from the City of Busselton. Without derogating from the generality of the above, approval of planning applications and building permits and acceptance of tenders and quotations will only become effective once written notice to that effect has been given to relevant parties. The City of Busselton expressly disclaims any liability for any loss arising from any person or body relying on any statement or decision made during a Council meeting or briefing.



PAUL NEEDHAM

A/CHIEF EXECUTIVE OFFICER

6 April 2023

CITY OF BUSSELTON

AGENDA FOR THE AIRPORT ADVISORY COMMITTEE MEETING TO BE HELD ON 12 APRIL 2023

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1. **DECLARATION OF OPENING, ACKNOWLEDGEMENT OF COUNTRY AND ANNOUNCEMENT OF VISITORS**

2. **ATTENDANCE**

Apologies

Cr Phill Cronin

3. **PUBLIC QUESTION TIME**

4. **DISCLOSURE OF INTERESTS**

5. **CONFIRMATION AND RECEIPT OF MINUTES**

5.1 **Minutes of the Airport Advisory Committee Meeting held 8 February 2023**

RECOMMENDATION

That the Minutes of the Airport Advisory Committee Meeting held 8 February 2023 be confirmed as a true and correct record.

6. REPORTS

6.1 BUSSELTON MARGARET RIVER AIRPORT OPERATIONS UPDATE

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.4 Develop aviation opportunities at the Busselton Margaret River Airport.
SUBJECT INDEX	Busselton Margaret River Airport
BUSINESS UNIT	Commercial Services
REPORTING OFFICER	Airport Operations Coordinator - Nicholas Cooper
AUTHORISING OFFICER	Manager Economic and Business Development Services - Jennifer May
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Nil

OFFICER RECOMMENDATION

That the Council receives and notes the Busselton Margaret River Airport Operations Report.

EXECUTIVE SUMMARY

This report provides an overview of the operations and activities of the Busselton Margaret River Airport (BMRA) for the reporting period 1 July 2022 through 28 February 2023. This includes an update on passenger numbers, regular public transport services (RPT), closed charter and general airport operations.

BACKGROUND

The BMRA has seen continued growth in aircraft landings and passenger numbers with Jetstar RPT services, additional closed charter flights operating during the reporting period.

Passenger Numbers

The estimated passenger numbers for the reporting period (1 July 2022 – 28 February 2023) were 98,107 compared to 34,436 for the same period in 2022, representing an increase of over 184%. The continued increase in passenger numbers can be attributed to the growth in FIFO passenger numbers across all closed charter airlines servicing Rio Tinto, BHP and FMG, and Jetstar RPT services.

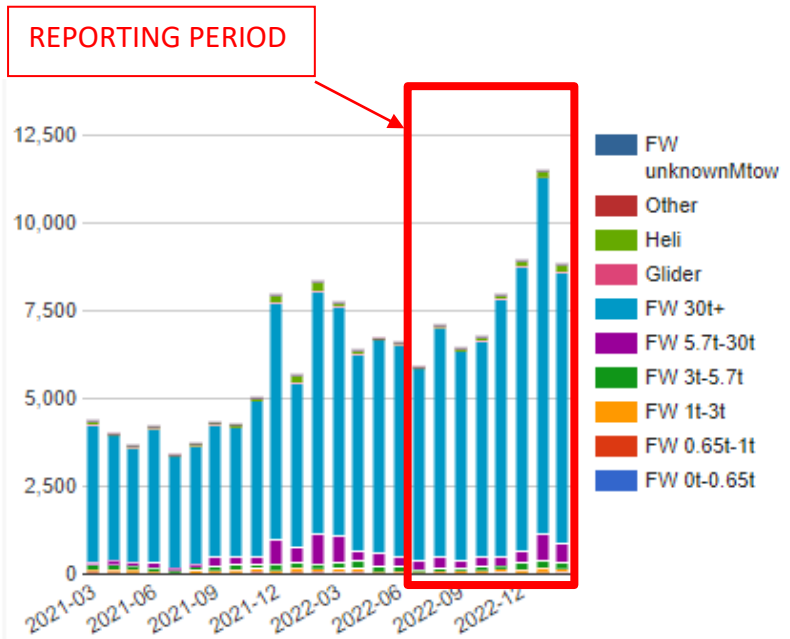
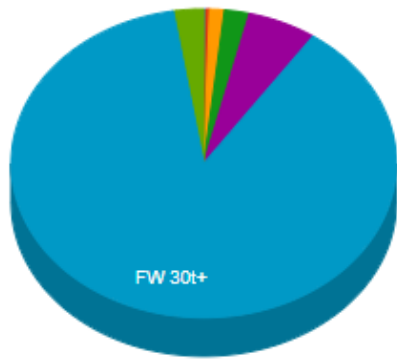
Aircraft Movements

The total number of scheduled services operating from the BMRA as of the end of the reporting period was 34 movements per week, with 31 Fly in Fly out (FIFO) closed charter and 3 RPT services. This increased from a total of 23 flights FIFO closed charter flights movements and nil RPT from the same reporting period in 2022.

Five airlines are operating from the BMRA with RPT and closed charter services utilising aircraft types from Dash 8/300 to Airbus A320 and Boeing 737/700 aircraft servicing destinations such as Melbourne and multiple mining operations across Western Australia. Private jet/charter operations have also increased with 35 formal landing approvals granted for the reporting period utilising the Central and Southern Apron Bay 4. The following graphs represent the breakdown of the total tonnage by category at BMRA by month trending over the period March 2021 to 28 February 2023, the highlighted section indicates the current reporting period.

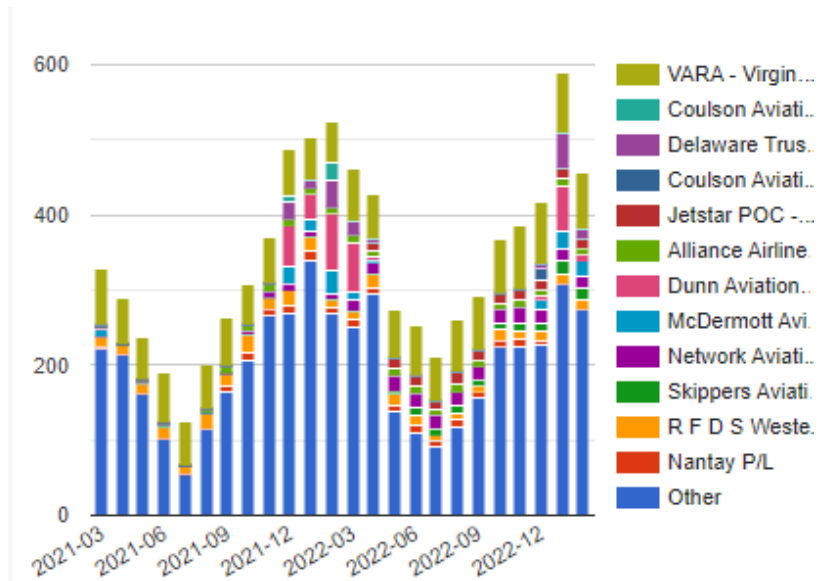
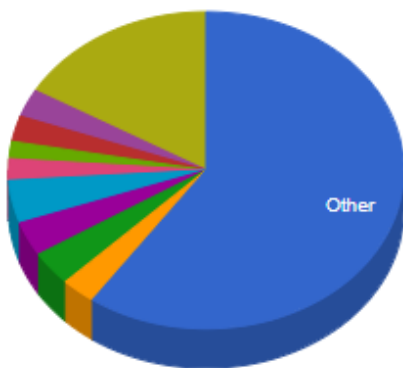
Landed Tonnage by Aircraft category

YBLN - 2023-02



Number of landings by Customer

YBLN - 2023-02



The number of landings by customer graph above gives a correlative view of the difference between landed tonnage by aircraft type. Showing that private charter and mostly general aviation, denoted by blue, equates for a large number of the total landings at BMRA.

In the 2021/22 FY the break up from the total landings of 2,981, with 1,276 were aircraft above 5,700 MTOW and the 1,705 below 5,699 MTOW. For the current reporting period, total landings have reached 2,977 with 1,703 being aircraft above 5,700 MTOW and the remaining 1,274 below 5,699 MTOW.

Operations and Maintenance

The focus for the reporting period has been on:

- The central apron bay marking plan implementation has been completed and is now accommodating aircraft types from F100 up to A320N/B737 without turnout restrictions. The new bay marking allows for bays 9, 10 and 11 to facilitate up to A320/B737 operations while bay 8 is restricted to the F100 operations.
- The Annual Technical Inspection (ATI) identified issues are now in the planning and procurement stage around earth works within the runway strip and trimming of trees currently infringing the OLS.
- The central apron expansion planning and procurement has been finalised with works starting mid-April.
- The departure lounge extension area is operational and is easing congestion within the sterile lounge area. The outstanding component of moving the boarding counters will be undertaken by the airlines IT departments.
- A new check-in injector belt identified as one of the operational improvements has been installed and commissioned. This increases the number of operational check-in desks to four for Jetstar.
- The paperless reporting system is currently being implemented within the airport team and is to be fully implemented by the end of April.
- A review of the BMRA Wildlife and Hazard Management Plan has been undertaken by JASKO Airport Services. JASKO is now finalising the new Wildlife and Hazard Management Plan.
- The Department of Fire and Emergency's large air tanker (LAT) Bomber Operations finish on the 31 March with the Helitac's remaining onsite until 7 April. Some key aspects of this year's operations have been:
 1. LAT aircraft – Bomber 132 and 139 responded to 15 incidents, a total of 97 sorties and a total of 80 hours flying time;
 2. Helitacs flew 78 sorties and combined 129hrs flying time;
 3. 1,248,000lts of water used for retardant mixing; and
 4. A total of 31 personnel with SES contributing 500 hours in retardant mixing operations.
- The RFQ for the BMRA Master Plan has been awarded to Three Consulting and Leading Edge Aviation Planning Professionals (LEAPP) and the stakeholder engagement plan is being complied.

Security Screening Activities

The below table gives a breakdown of the screening activities over the reporting period.

	Total hours screening point open	Number of people screened
July	37.5	2018
August	45.2	2239
September	39.5	2010
October	47	2010
November	38.7	2605
December	37.85	2222
January	37.5	2210
February	39.9	1914
Total	323.15	17228

Noise Management Plan

The City is required to report annually to the Office of the Environmental Protection Authority prior to the 6 April each year on the effectiveness and recorded non-compliances under the Noise Management Plan. The annual reporting included;

- Three reported non-compliances;
- Two CEO approved non-conforming activities; and
- Two recorded noise complaints.

OFFICER COMMENT

BMRA has continuing to see considerable growth compared to the same reporting period in 2022. Other activities that have occurred during the reporting period and continue to be the focus for the remainder of 2023 are;

- The City was notified in January that it had been successful in a Federal Government Regional Airport Program Round 3 grant application to apply a surface treatment and line marking to the General Aviation precinct aprons and taxiways to mitigate loose stones on the pavement surface. The total project cost is \$437,620 with the City contributing 50% of the total costs (\$218,810). The City has executed the grant agreement and planning will commence for the works.
- The City purchased an office/training transportable and facilities are currently working through the installation process. This will be shared facility between City airport staff and the South West Aviation Services.
- Department of Transport’s Financial and Asset Management Framework (SAAFMF) is a new requirement for Western Australian airports when applying for future RADS grants. The City has engaged a consultant and stakeholder engagement has commenced.
- The RFQ for the BMRA Noise Modelling has been awarded for the preparation of Australian Noise Exposure Forecast (ANEF) contours and Number above contours (N contours) with the project to start on the 10 April and a final report to be complete to feed into the City’s Town Planning Scheme Amendment to be prepared later in 2023.
- Officers are working with the South West Development Commission (SWDC) to apply for State Government funding to undertake a business case for the construction of the new terminal. To inform the business case the following works will need to be procured: airport master plan, terminal design review, passenger forecast and route development analysis, financial model, and economic impact assessment and cost benefit analysis.

Statutory Environment

The BMRA operates in accordance with the following:

- *Aviation Transport Security Act 2004*
- *Aviation Transport Security Regulations 2005*
- CASA part 139 Manual of Standards (Aerodromes)
- City of Busselton Transport Security Plan
- Ministerial Statement 1088.

Relevant Plans and Policies

The officer recommendation aligns to the BMRA Master Plan (2016-2036) and the Busselton Margaret River Airport Noise Management Plan 2022.

Financial Implications

Revenue

The actual YTD revenue for the reporting period is \$2,908,252 compared to the projected YTD budget of \$1,666,740. Revenue areas that exceeded budget projections are as follows:

- Annual landing fees - \$947,417 actual compared to \$540,646 budgeted;
- Car parking income - \$694,330 compared to \$305,914 budgeted; and
- Head Taxes/Passenger Fees - \$861,294 compared to \$660,045 budgeted.

Expenditure

Actual expenditure for the reporting period is \$2,170,156 compared to the YTD budget of \$489,837. Higher than projected expenditure for the reporting period can mainly be attributed to the timing of expenditure for the airline attraction program, consultancy, contractors and purchase of materials compared to the projected budget timings. The net operating position for the reporting period is a surplus of \$738,096 compared to the YTD budget surplus of \$1,176,903.

Stakeholder Consultation

Consultation has been occurring on a regular basis with Department of Transport, Government agencies, airport stakeholders, Department of Home Affairs, Aviation Marine Security (AMS), Civil Aviation Safety Authority (CASA), Air Services Australia, Virgin Australia Regional Airline, Qantas Group, the Busselton Aero Club, Albany, Esperance, Geraldton Airports and Australian Airports Association, concerning many topics and issues relating to the Airport.

Risk Assessment

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

Options

As an alternative to the proposed recommendation the Airport Advisory Committee may choose not to receive and note the Busselton Margaret River Airport Operations Report.

CONCLUSION

Officers continue to strive to provide a high level of customer service at the BMRA, while ensuring the airport is compliant, safe and security is maintained throughout. The commencement of Jetstar RPT services has identified a number of operational actions and infrastructure investment requirements.

The focus of the remaining financial year will be to prepare a new BMRA Master Plan, achieving operational efficiencies and business and commercial development initiatives that have been deferred to date.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.

7. NEXT MEETING DATE

8. CLOSURE