

AGENDA

Vibrant Economy Advisory Committee

Monday 27 March 2023

The Advisory Committee Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830 commencing at 5:30 PM.

COVID-19 Statement of Commitment

The Advisory Committee Meeting of Council will be open to the public and holds a Statement of Commitment to adhere to:

- Physical distancing measures
- Health and hygiene principles

Advisory Committee business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au or at the Council Office located: Civic Plaza, 1 Chung Wah Terrace, Palmerston NT 0830.



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER



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TABLE OF CONTENT

- 1 ACKNOWLEDGEMENT OF COUNTRY4
- 2 OPENING OF MEETING4
- 3 APOLOGIES AND LEAVE OF ABSENCE.....4
 - 3.1 Apologies.....4
 - 3.2 Leave of Absence Previously Granted4
 - 3.3 Leave of Absence Request.....4
- 4 DECLARATION OF INTEREST4
 - 4.1 Elected Members4
 - 4.2 Staff4
- 5 CONFIRMATION OF MINUTES.....4
 - 5.1 Confirmation of Minutes.....4
 - 5.2 Business Arising from Previous Meeting.....4
- 6 DEPUTATIONS AND PRESENTATIONS.....4
- 7 CONFIDENTIAL ITEMS4
 - 7.1 Moving Confidential Items into Open.....4
 - 7.2 Moving Open Items into Confidential.....4
 - 7.3 Confidential Items.....4
- 8 OFFICER REPORTS4
 - 8.1 Action Reports5
 - 8.1.2 Priority Actions - Palmerston Local Economic Plan5



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- 8.2 Receive and Note Reports.....11
 - 8.2.1 Update on Committee Membership11
 - 8.2.2 Update on the Progress of Palmerston Local Economic Plan.....14
 - 8.2.3 Major Capital Projects March 2023 Update21
- 9 INFORMATION AND CORRESPONDENCE33
 - 9.1 Information.....33
 - 9.2 Correspondence.....33
- 10 GENERAL BUSINESS33
- 11 NEXT COMMITTEE MEETING.....33
- 12 CLOSURE OF MEETING TO PUBLIC33

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- 2 OPENING OF MEETING
- 3 APOLOGIES AND LEAVE OF ABSENCE
 - 3.1 Apologies
 - 3.2 Leave of Absence Previously Granted
 - 3.3 Leave of Absence Request
- 4 DECLARATION OF INTEREST
 - 4.1 Elected Members
 - 4.2 Staff
- 5 CONFIRMATION OF MINUTES
 - 5.1 Confirmation of Minutes

THAT the Minutes of the Vibrant Economy Advisory Committee Meeting held on 21 November 2022 pages 1 to 6 be confirmed.
 - 5.2 Business Arising from Previous Meeting
- 6 DEPUTATIONS AND PRESENTATIONS
- 7 CONFIDENTIAL ITEMS
 - 7.1 Moving Confidential Items into Open
 - 7.2 Moving Open Items into Confidential
 - 7.3 Confidential Items
- 8 OFFICER REPORTS

COMMITTEE REPORT

Committee Meeting

AGENDA ITEM:	8.1.2
REPORT TITLE:	Priority Actions - Palmerston Local Economic Plan
MEETING DATE:	Monday 27 March 2023
AUTHOR:	Economic Development Officer, Sharon Mitchell
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

PURPOSE

This Report seeks to update Council on the progress and re-prioritisation of actions in the Palmerston Local Economic Plan.

KEY MESSAGES

- The Palmerston Local Economic Plan (PLEP) was released in 2021 and work has commenced on implementation.
- The PLEP includes a total of 31 actions which are currently grouped by Short Term (1-2 years), Medium Term (3-5 years) and Long Term (6-10 years).
- There are a total 17 Short Term actions, 9 medium term actions and 5 long term actions.
- Given the release date of the PLEP the first tranche of Short-Term actions are due to be completed at the end of 2023.
- Key actions in the PLEP have been prioritised as they have been identified as actions that would inform other future PLEP actions.
- This report provides an overview of these priority actions.

RECOMMENDATION

1. THAT Report entitled Priority Actions - Palmerston Local Economic Plan be received and noted.
2. THAT the Committee recommend to Council that the priority actions of the Palmerston Local Economic Plan for the next six months are:
 - a. Development of a website to support and promote Economic Development within Palmerston
 - b. Conduct a business survey of businesses located within Palmerston.

BACKGROUND

At the ordinary Council meeting of 17 January, 2023 it was agreed that a report updating the progress and reprioritising of the actions contained in the Palmerston Local Economic Plan.

8.1.3 Palmerston Local Economic Plan Update

Moved: Mayor Pascoe-Bell

Seconded: Brandon Evans

1. THAT Report entitled Palmerston Local Economic Plan Update be received and noted.
2. THAT the Vibrant Economy Advisory Committee recommend to the Council:
 - a. THAT a report be prepared updating the progress of the Palmerston Local Economic Plan actions and prioritisation of actions for 2023 to be presented at the March 2023 Vibrant Economy Advisory Committee meeting.

CARRIED VEAC10/3 - 21/11/2022

This report provides details of the of actions being prioritised to assist in further implementing the PLEP.

DISCUSSION

The PLEP was adopted in 2021, there were 17 Short Term actions identified, which were originally scheduled to be completed within 1-2 years of the launch of the PLEP. This means that items with a timeframe of 1-2 years should be completed at the end of 2023. Whilst some items have completed, some have been commenced, others have not due to resource constraints.

City of Palmerston’s Economic Development Officer commenced in February 2023, and is dedicated officer responsible for reviewing and implementing the actions in the PLEP. Two activities have been identified as a priority which will enable a number of the actions within the PLEP to be delivered. These activities are:

- Development of an Economic Development focussed website
- Delivery of a business survey of businesses located within Palmerston

Economic Development Website:

A focussed website is a necessary tool for Economic development activities. In addition to encouraging individuals to work in the area, economic development websites also offer resources that help businesses to evaluate relocation within the municipality, which contributes to the economic growth for the City of Palmerston.

An overview of the key pages to be developed for the proposed website is described below and how each aligns to various actions in the PLEP.

Web Page	PLEP Action
Invest in Palmerston (for new businesses)	<ul style="list-style-type: none"> • Develop an awareness campaign of business and industry opportunities and benefits in the City of Palmerston
Invest in Palmerston - run and grow your business (for existing business)	<ul style="list-style-type: none"> • Develop an awareness campaign of business and industry opportunities and benefits in the City of Palmerston • Deliver business support and capacity building services. Ensure tailored support for different business sizes, including sole operators • Develop business networking and advocacy services in Palmerston

	<ul style="list-style-type: none"> • Sponsor the delivery of a short digital skills program in partnership with CDU to support skilling of business owners and residents impacted by the COVID-19 related economic downturn (suggest re-word this to facilitate the delivery of capacity building programs in partnership with CDU so that businesses are more digitally capable, resilient and sustainable.
<p>Discover Palmerston (for prospective residents)</p>	<p>Develop a suite of communications and marketing materials to highlight Palmerston and promote a unique selling proposition for residents</p> <p>In the longer term this page will be used to support these PLEP actions:</p> <ul style="list-style-type: none"> • Develop and implement a campaign to attract Defence families to Palmerston • Implement a migrant attraction campaign for the city of Palmerston

In the initial stages the website will allow features such as enabling businesses to subscribe to receiving further information on the City of Palmerston. It is planned to include key statistics about the region, key services provided by council, council programs for business (if any), upcoming events, etc, tailored to the above key audiences of existing businesses, new business/potential investors and potential residents.

The economic development websites reviewed as part of the initial research are identified below and more research will be undertaken to inform the City of Palmerston's website.

- **City of Salisbury (SA)** - Invest in Salisbury, Northern Adelaide, South Australia (investsalisbury.com.au) / Home - Discover Salisbury
- **City of Geelong (VIC)** - Business and investment in Geelong - City of Greater Geelong (geelongaustralia.com.au)
- **Ipswich (QLD)** - Economic Development: Ipswich City Council / Business: Ipswich City Council
- **City of Perth (WA)** - Economic Development and Support for Business | City of Perth

A project plan with a request for proposal for a consultant to build the website is currently under development. It is estimated that the cost of the development of the website would be \$15,000; this would be found within the existing budget.

It is envisaged that this website will take 6 months to be fully live, but the stages will be completed as follows:

- Phase 1 – development of shell website
- Phase 2 – testing and feedback from key stakeholders
- Phase 3 – public launch

It is planned that at the testing stage of the website, a walk-through of the webpages will be presented to the Committee prior to a public launch.

Survey of businesses located within Palmerston

Another key foundation activity in the PLEP is to undertake a survey of businesses in Palmerston. This survey seeks to confirm challenges, strengths and priority business support services and ensuring that there is adequate representation from sole operators who make up over half of the businesses in Palmerston.

This is a critical action as the survey will help to inform other actions in the PLEP such as:

- Incentivise commercial rental offerings in the City of Palmerston.
- Complete an audit of regulations in the City of Palmerston that impact business development and remove unnecessary regulation.
- Host a round table meeting of industry leaders to discuss business needs, priorities and immediate actions to be delivering in Palmerston to support industry development.
- Deliver business support and capacity building services. Ensure tailored support for different business sizes, including sole operators.
- Facilitate grants for businesses to support online services or transition of business to new service offerings.
- Incentivise research and development and innovation activities in the City of Palmerston.

The City of Palmerston business survey will not compete with existing business confidence style surveys currently undertaken by the Northern Territory Government, as this survey will be designed to gather feedback from the approximately 1650 businesses with an address located within City of Palmerston.

The survey will be focussed on uncovering specific needs around support and capacity building. This will allow for evidence-based decision making in the future and the ability to develop future training, events and resources available to support businesses.

Council is in the process of sourcing data from the Australian Business Register (ABR) which will provide a large contact list to send the survey to, but other partners will be invited to be involved as their collaboration and assistance will be crucial.

De-identified data from the survey will be shared with other government agencies and providers as necessary and will be a useful tool for council to use in advocating for services and support for business.

Portions of this work will be outsourced with quotes sought from suitably qualified experts to assist with formulating and analysing the data.

It is anticipated that the survey will be developed and launched within the next six months and will be done electronically with other options provided to businesses wishing to participate on request.

Other actions to follow:

The following priority activities that will inform further prioritisation and planning to occur of the other actions of the PLEP include:

- Host a round table meeting of industry leaders to discuss business needs, priorities and immediate actions to be delivering in Palmerston to support industry development. The action will be undertaken one the business survey has been completed as it would provide so that information about the survey can be provided to attendees and seek their suggestions and ideas. This would also

be an opportunity to highlight any programs proposed or developed as an outcome of the survey. The format of the round table will also be assessed.

- A program will be designed to support local businesses to tender for City of Palmerston Capital Works Program and operational contracts.
- The business survey may uncover information about reasons why businesses may elect not to tender/supply. Initial planning includes workshops to upskill businesses in tender writing and education around tender processes. The procurement of ABR data is a key tool in sending invitations or communicating to businesses about this program.
- Development of an Industry Attraction and Business Retention plan will be commenced shortly, but in part will be informed by the business survey so needs to be finalised after that. Developing a comprehensive plan will allow action against a number of items in the PLEP.

CONSULTATION PROCESS

In relation to the activities currently been undertaken to deliver on the priorities of the PLEP the following were consulted:

- Internal Economic Development Working Group
- Department of Chief Minister and Cabinet
- Department of Industry, Tourism and Trade

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The priority actions identified in this reported will be implemented within current existing budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

It is imperative there is continued work towards completing actions contained in the PLEP to encourage economic growth in the region and to ensure that there is greater confidence in the support that City of Palmerston provide to businesses.

This Report addresses the following City of Palmerston Strategic Risks

- 1 **Fails to be trusted as a Council**
Context: Achieving credibility & trust with majority of those within and external to the City.
- 5 **Fails to make informed and timely decisions**
Context: Ensuring the City and Administration with decision making delegation have access to the right information, at the right time to make decisions on a timely basis.
- 6 **Fails to deliver the strategic vision for the City**
Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.



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COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

Nil

COMMITTEE REPORT

Committee Meeting

AGENDA ITEM:	8.2.1
REPORT TITLE:	Update on Committee Membership
MEETING DATE:	Monday 27 March 2023
AUTHOR:	Economic Development Officer, Sharon Mitchell
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

PURPOSE

This Report seeks to provide an update on membership of the Vibrant Economy Advisory Committee

KEY MESSAGES

- Council wrote to two organisations to seek nominations to this committee
- One nomination for a member from a relevant business or property association was received and endorsed by Council

RECOMMENDATION

THAT Report entitled Update on Committee Membership be received and noted.

BACKGROUND

In September 2022 Council endorsed memberships for the following Advisory Committees:

- Palmerston Community Wellbeing Advisory Committee
- Palmerston Vibrant Economy Advisory Committee
- Palmerston Community Safety Advisory Committee

The Advisory Committees have no delegated authority and are intended to inform Council on Committee related issues.

The Advisory Committee Terms of Reference identifies several external memberships.

Following the first round of nominations, the following vacant positions remained unfilled on the Vibrant Economy Advisory Committee:

- Community Member Representative, Palmerston Vibrant Economy Advisory Committee.
- Relevant Business or Property Association Representative, Palmerston Vibrant Economy Advisory Committee

At the Vibrant Economy Advisory Committee meeting on 21 November 2022, it was decided that the Vibrant Economy Advisory Committee recommend to the Council:

1. Council undertake the following activities to fill vacancies
 - a. Council to write to the Property Council (NT) and Chamber of Commerce (NT) advising that the Committee has one vacancy for a member of a relevant business or property association and seeking an expression of interest.
 - b. Council re-advertise expression of interest in February 2023 for a Committee Community member.

CARRIED VEAC10/2 - 21/11/2022

City of Palmerston undertook a process to seek external membership nominations for the vacancies on the Vibrant Economy Advisory Committees including direct correspondence (where appropriate) and public advertising.

DISCUSSION

City of Palmerston wrote to Property Council (NT) and Chamber of Commerce (NT) seeking nomination and also advertised for expressions of interest for a Community Member for the Vibrant Economy Advisory Committee

The nomination period has now closed, and this report provides an update on the outcome of the process.

An expression of interest was received from Ms Ruth Palmer, NT Executive Director of the Property Council of Australia for the position of member of a relevant business or property association. This expression of interest has been endorsed by Council and Ms Palmer has been invited to the meeting of 27 March 2023.

No nominations were received in response to the call for expressions of interest for a Community Member Vibrant Economy Advisory Committee, no further action will be taken.

CONSULTATION PROCESS

There was no consultation required during the preparation of this Report.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this Report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council
Context: Achieving credibility & trust with majority of those within and external to the City.
- 6 Fails to deliver the strategic vision for the City
Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.



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COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

Nil

COMMITTEE REPORT

Committee Meeting

AGENDA ITEM:	8.2.2
REPORT TITLE:	Update on the Progress of Palmerston Local Economic Plan
MEETING DATE:	Monday 27 March 2023
AUTHOR:	Economic Development Officer, Sharon Mitchell
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

PURPOSE

This Report seeks to provide an update on the progress of implementing the Palmerston Regional Economic Plan (PLEP).

KEY MESSAGES

- In partnership with the Northern Territory Government (NTG), Council has developed the Palmerston Local Economic Plan reflecting the NT (Northern Territory) Economic Development Framework.
- The PLEP aligns with the NTG's Territory Economic Reconstruction Commission (TERC) report.
- The PLEP is underpinned by the Community Plan Outcome: Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.
- The PLEP contains short-term, medium-term and long-term actions over ten years
- This report provides an update on the status of actions contained in the PLEP.

RECOMMENDATION

THAT Report entitled Update on the Progress of Palmerston Local Economic Plan be received and noted.

BACKGROUND

Council's Community Satisfaction surveys identified that the Palmerston community rated highly the importance of encouraging and supporting local businesses. The surveys also indicated that the community would like to see Council do more to promote Palmerston and grow the local economy.

Economic health and prosperity are recognised as vital to supporting a successful and prosperous community. The Palmerston Community plan states '*When businesses thrive, families also thrive and our city becomes more liveable*'.

At the Vibrant Economy Advisory Committee Meeting of 21 November 2022 Council made the following decisions:

8.1.3 Palmerston Local Economic Plan Update

1. THAT Report entitled Palmerston Local Economic Plan Update be received and noted.

2. THAT the Vibrant Economy Advisory Committee recommend to the Council:
 - a. THAT a report be prepared updating the progress of the Palmerston Local Economic Plan actions and prioritisation of actions for 2023 to be presented at the March 2023 Vibrant Economy Advisory Committee meeting.

CARRIED VEAC10/3 - 21/11/2022

This Report provides the Committee with an update on the progress of the Palmerston Local Economic Plan.

DISCUSSION

City of Palmerston have implemented a number of actions contained in the PLEP to support the local economy as listed below

- Invest in tree planting, verge maintenance and further development of green corridors in Palmerston – this is included in the current budget of \$783,335.
- Bring forward capital investment programs planned for the City of Palmerston - \$108 million over ten years. A separate report is being considered at this meeting which provides an update on the Major Capital Projects delivered by the City of Palmerston
- The 2022 myPalmerston program saw a total of 46,447 vouchers redeemed worth \$600,010, with a total transaction value of \$3,516,637.36 being injected into the local economy and businesses.
- Further promotion of a grant scheme for property and business owners to assist in upgrading shop front and providing shelter. A grant is provided to business owners up to the value of the annual rates for the property, to be paid on completion, up to 50% of the total value of the agreed works. This was part of the Liveable Cities initiative, which is aimed at improving liveability of the municipality through greening, increased shade, and beautification of public spaces.
- Promotion of a vibrant and active City Centre through the provision of free parking, supporting businesses through the implementation of free Alfresco Dining Permits and supporting the Palmerston night markets.
- Following advocacy and a submission to NT Government by the City of Palmerston, the unincorporated area between Palmerston and Berrimah has now been incorporated into Palmerston.

A summary of the actions by Council to further advance the implementation of the PLEP since the last Committee meeting a found below:

- The Economic Development Officer commenced work with Council on 8 February 2023, and has been tasked with reviewing the actions in the PLEP with the intention of commencing work on key priorities and re-prioritising of some actions.
- An internal working group comprising of representatives from Infrastructure, Community Development, Communications and Customer Experience has been formed and its first meeting held. The purpose of this group is to assist the Economic Development officer with expertise, advice, and resources to work on actions from the PLEP. This group will be led by the Executive Manager Economics and Finance and the Economic Development Officer.
- A report specifically covering priority actions are also being considered at this meeting - Initial planning of an economic development focussed website has commenced as well as a business survey.
- City of Palmerston have sponsored a Palmerston Region Business Association (PRBA) event which is occurring on 30 March 2023. This aligns to PLEP action of 'Develop business networking and advocacy services in Palmerston'.
- The Economic Development officer has commenced meeting with key NT Government stakeholders to progress and refine other actions in the PLEP.

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- A federally funded 'Entrepreneurship 101' programme has been commenced. This program is hosted by the NT Government Entrepreneurship facilitator, Dante St James and consists of eight free workshops over 16 weeks. This is aimed at Palmerston residents interested in Entrepreneurship and/or considering starting a business. City of Palmerston is hosting this at the Gray Hall.

A full list of PLEP actions, their status and re-prioritisation is included at **Attachment 8.2.2.1**.

CONSULTATION PROCESS

The following were consulted in preparing this report:

- Internal Economic Development Working group.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

There are no policy implications for this Report. All actions to date have been funded within existing budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

It is imperative there is continued work towards completing actions contained in the PLEP to encourage economic growth in the region and to ensure that there is greater confidence in the support that City of Palmerston provide to businesses.

This Report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council
Context: Achieving credibility & trust with majority of those within and external to the City.
- 6 Fails to deliver the strategic vision for the City
Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

1. Economic plan Co P for veac 27 March 2023 [8.2.2.1 - 4 pages]

COMMITTEE AGENDA Attachment 8.2.2.1

PLEP Number	Action	Initial timeframe (as per plep)	Current status/adjusted timeframe	What	Why	How	Benefits	Priority
1	Establish an advisory committee comprised of Council, NT Government, Local business and Community members to inform a local COVID-19 response	SHORT TERM – 1-2 YEARS	Complete	Mitigate impact of COVID-19	To ensure the response is representative of the local needs and attracts local business support	Partner with NTG and seek expressions of interest in the community for local business and community members to join	Local buy-in and co-design of solutions	High
2	Host a round table meeting of industry leaders in agribusiness, education and training, energy and minerals, Defence, health and logistics to discuss business needs, priorities and immediate actions to be delivering in Palmerston to support industry development	SHORT TERM – 1-2 YEARS	Priority - but after business survey	Business and industry attraction and retention	To identify opportunities to immediately attract businesses and industry, and action needed to attract businesses and industry in the future	Partner with industry leaders to engage with businesses at a round table meeting Compile list of key stakeholders	Establishment of data to inform future actions	High
3	Develop a suite of communications and marketing materials to showcase Palmerston and promote a unique selling proposition for residents	SHORT TERM – 1-2 YEARS	Immediate Priority - next 6 months. Via website	Population attraction and retention	To effectively communicate benefits and opportunities of Palmerston and engage with target population segments	Leverage the City's communications and engagement teams to develop communications materials	Development of a suite of tools to effectively facilitate marketing and engagement activities	Medium
4	Seek expressions of interest from ICT, Creative and Tourism industry representatives, and businesses to engage with the City of Palmerston to research strategic opportunities for industry development in Palmerston	SHORT TERM – 1-2 YEARS	Defer 3-5 years	Future growth exploration	To better understand opportunities and potential of anticipated future growth industries in Palmerston	Work with NTG agencies to distribute EOI materials and complete due diligence on responses	Establishment of data to inform future actions	High
5	Incentivise commercial rental offerings in the City of Palmerston	SHORT TERM – 1-2 YEARS	Defer 3-5 years	Business and industry attraction and retention Foster business development and innovation	Attract and support retail in Palmerston CBD	Subsidise commercial rental through designated grant or fund	Decrease in commercial vacancy in the City Enhanced retail opportunities for residents and businesses	High
6	In partnership with industry undertake a survey of businesses in Palmerston to confirm challenges, strengths and priority business support services to inform a 12-month plan for business support.	SHORT TERM – 1-2 YEARS	Immediate Priority - planning commenced, complete by end of 2023. Ensure adequate representation from sole operators who make up over half of the businesses in Palmerston	Foster business development and innovation	To identify priorities and needs for businesses	Partner with industry leaders to deliver a survey of businesses	Establishment of data to inform future actions	Moderate - High
7	Bring forward capital investment programs planned for the City of Palmerston	SHORT TERM – 1-2 YEARS	Ensure adequate representation from sole operators, who make up over half of businesses in Palmerston	Business and industry attraction and retention	Stimulate construction and associated economic activity in the City of Palmerston	Work with NTG to advance scheduling of infrastructure projects for the City of Palmerston	Economic expenditure in the Municipality during a period of slowing economic activity	Moderate - High
8	Develop an awareness campaign of business and industry opportunities and benefits in the City of Palmerston	SHORT TERM – 1-2 YEARS	Immediate priority - next 6 months. Via website	Business and industry attraction and retention Foster business development and innovation	Attract business and industry to Palmerston	Work collaboratively with industry to undertake market research, design and disseminate targeted marketing	Increased number of businesses engaging with Palmerston Data insights into target industry sectors	Moderate - High
9	Invest in tree planting, verge maintenance and further development of green corridors in Palmerston	SHORT TERM – 1-2 YEARS	Unchanged - commenced	Population attraction and retention	Beautification and maintenance of Palmerston green spaces to retain and attract residents	Continue to implement Council's tree and green space programs	Increased greening of City of Palmerston	Moderate - High
10	In partnership with NTG, complete an audit of regulations in the City of Palmerston that impact business development and remove unnecessary regulation	SHORT TERM – 1-2 YEARS	Defer 3-5 years	Business and industry attraction and retention Foster business development and innovation	Attract business and industry to Palmerston Retain businesses in Palmerston Encourage innovation and commercialisation	Complete an audit of City regulations and identify opportunities to reduce or eliminate low value regulations in consultation with Council and executive	Increased efficiency in business delivery Reduced regulatory burden Increased number of businesses engaging with Palmerston	Moderate

COMMITTEE AGENDA Attachment 8.2.2.1

PLEP Number	Action	Initial timeframe (as per plep)	Current status/adjusted timeframe	What	Why	How	Benefits	Priority
11	Develop business networking and advocacy services in Palmerston	SHORT TERM – 1-2 YEARS	To be informed by the business survey. Some of this is already underway with sponsorship and involvement with relevant organisations such as PRBA.	Business and industry attraction and retention Foster business development and innovation	Connect businesses and industry in Palmerston to private sector support and commercial opportunities	Collaborate with industry bodies (PRBA, Chamber of Commerce NT, Major Business Group, MBNT, PRBA, ICN) to develop a calendar of business networking events and activities	Enhanced collaboration between businesses Enhanced engagement with industry services by Palmerston businesses	Moderate
12	Deliver business support and capacity building services. Ensure tailored support for different business sizes, including sole operators	SHORT TERM – 1-2 YEARS	To be informed by the business survey, but some of this is already and can continue to be done by working with other organisations e.g. DITT business champions. Business survey will allow tailored support	Foster business development and innovation	Build the capacity of small and medium businesses in Palmerston	Work with DTBI to target Small Business Champion services in Palmerston	Increased update of business support services in Palmerston Increased capacity of business owners in Palmerston	Moderate
13	Facilitate the delivery of hardship support and assistance in Palmerston	SHORT TERM – 1-2 YEARS	To be informed by the business survey.	Business and industry attraction and retention and population attraction and retention	Support business and residents of Palmerston during a challenging economic period	Work with social service organisations to deliver support locally Work with Council to hold or reduce rates for a period	Reduced risk of welfare dependence of businesses and residents in Palmerston	Moderate
14	Review opportunities to hold rental payments and potentially provide rental rebates for business occupants of Council buildings	SHORT TERM – 1-2 YEARS	Defer 3-5 years	Business and industry attraction and retention	Support business of Palmerston during a challenging economic period	Work with Council to hold or reduce rental for Council properties for a period	Increased likelihood of business sustainment during crisis	Moderate
15	Facilitate grants for businesses to support online services or transition of business to new service offerings	SHORT TERM – 1-2 YEARS	To be informed by the business survey. Also possible to partially action this as grants become available.	Business and industry attraction and retention and foster business development and innovation	Support business of Palmerston during a challenging economic period	Work with Council and NTG to establish, and deliver funding to businesses in response to COVID-19	Increased likelihood of business sustainment during crisis	Moderate
16	In partnership with NTG, complete an audit of businesses in Palmerston, identifying businesses in crisis, collect relevant data and facilitate assistance as needed	SHORT TERM – 1-2 YEARS	To be partially informed by the business survey	Business and industry attraction and retention	Establish need to target business development initiatives and identify a base line to measure outcomes against	Work with DTBI and industry to implement a survey assessing the current capacity, needs and priorities of the businesses registered in Palmerston	Comprehensive data set to inform planning and development of targeted support initiatives	Low - Moderate
17	Sponsor the delivery of a short digital skills program in partnership with CDU to support skilling of business owners and residents impacted by the COVID-19 related economic downturn	SHORT TERM – 1-2 YEARS	Defer as to be partially informed by the business survey	Mitigate impact of COVID-19 Foster business development and innovation	To support businesses and community members to transition to knowledge[1]based economic opportunities	Work with CDU and NTG to develop and implement a digital skilling program targeting Palmerston businesses and residents	Upskilling of the Palmerston labour force	Low
18	Determine where unincorporated land could be allocated to City of Palmerston	MEDIUM TERM – 3-5 YEARS	Unchanged	Business and industry attraction and retention	To gain land to allow light industry and other industry to expand and develop support industries for surrounding areas	Work with NTG to increase land availability for Palmerston and understand where unincorporated land can be allocated to the City of Palmerston	Fewer barriers to businesses expanding • More land space for new businesses to move to Palmerston and existing businesses to expand	High
19	Develop and implement a campaign to attract Defence families to Palmerston	MEDIUM TERM – 3-5 YEARS	Bring forward to immediate and include in website project because much of this content will be developed in that project. Engagement and promotion can be done longer term.	Population attraction and retention	Enhance labour force participation, and high educational attainment outcomes	Collaborate with Department of Defence and NTG to develop a campaign to attract and support Defence families in Palmerston	Increased population and associate growth outcomes	High

COMMITTEE AGENDA

Attachment 8.2.2.1

PLEP Number	Action	Initial timeframe (as per plep)	Current status/adjusted timeframe	What	Why	How	Benefits	Priority
20	Develop infrastructure and services that enable and encourage precinct development in Palmerston's commercial zones	MEDIUM TERM – 3-5 YEARS	Unchanged	Business and industry attraction and retention, Foster business development and innovation	Attract industry and businesses to Palmerston	Assess commercial zones and document infrastructure capabilities to identify opportunities to enhance precinct attraction and function (e.g. NBN, services, retail). Establish an infrastructure and zoning plan with NTG to activate precincts	Increase in businesses locating in Palmerston • Increased collaboration and innovation outcomes	High
21	Implement a migrant attraction campaign for the City of Palmerston	MEDIUM TERM – 3-5 YEARS	Bring forward to immediate and include in website project because much of this content will be developed in that project. Engagement and promotion can be done longer term.	Population attraction and retention	Enhance labour force participation, and high educational attainment outcomes	Collaborate with NTG to leverage and support the NT population strategy and activities relating to migrant attraction	Increased population and associate growth outcomes	Moderate
22	Deliver migrant support services in the City of Palmerston	MEDIUM TERM – 3-5 YEARS	Unchanged	Population attraction and retention	Support population management and retention	Collaborate with social services organisations to deliver migrant support services in Palmerston	Increased likelihood of population growth and retention	Moderate
23	Invest in the enhancement or development of sporting and recreational infrastructure in Palmerston	MEDIUM TERM – 3-5 YEARS	Unchanged	Population attraction and retention	Support population management and retention	Map and prioritise sport and recreational infrastructure developments in Palmerston and collaborate with NTG and Commonwealth for investment in priority projects	Increased likelihood of population growth and retention	Moderate
24	Invest in infrastructure that enhances public safety in Palmerston	MEDIUM TERM – 3-5 YEARS	Unchanged	Population attraction and retention	Support population management and retention	Map crime and safety issues in Palmerston and investigate infrastructure solutions to alleviate causal factors	Increased likelihood of population growth and retention	Moderate
25	NT Government to invest in services that enhance public safety in Palmerston	MEDIUM TERM – 3-5 YEARS	Unchanged	Population attraction and retention	Support population management and retention	Map crime and safety issues in Palmerston and investigate police and other community service solutions (community night patrol) to alleviate causal factors	Increased likelihood of population growth and retention	Moderate
26	Invest in the revitalisation and development of new youth facilities in the City of Palmerston	MEDIUM TERM – 3-5 YEARS	Unchanged	Population attraction and retention	Support population management and retention	Map and prioritise youth facility revisualisation in Palmerston and collaborate with NTG for investment in priority projects	Increased likelihood of population growth and retention	Low
27	Engage with industry leaders to understand key needs and opportunities for attracting and retaining industry and businesses in Palmerston	LONG TERM 6 – 10 YEARS	Bring forward so that this is an immediate and ongoing action with appropriate engagement plan	Business and industry attraction and retention	To enable targeting and tailoring of business development and retention activities	Collaborate with industry leaders (PRBA, Chamber of Commerce NT, Major Business Group, MBNT, PRBA, ICN) to research and analyse the needs of businesses and how Palmerston can meet identified needs	Database detail industry needs , and informed approach to targeting businesses	High
28	Engage with industry and government leaders to understand future market and strategic opportunities for the City of Palmerston	LONG TERM 6 – 10 YEARS	Bring forward so that this is an immediate and ongoing action with appropriate engagement plan	Strategic pursuit Business and industry attraction and retention	To inform future planning and strategy development	Collaborate with NTG and industry leaders to undertake market research and develop strategic approaches that support industry outcomes in Palmerston	Informed and strategic approach to targeting industry and economic developmen	Moderate - High
29	Incentivise research and development and innovation activities in the City of Palmerston	LONG TERM 6 – 10 YEARS	Unchanged	Foster business development and innovation	Encourage research and innovation commercialisation	Develop targeted grants for businesses to undertake research and development activities in Palmerston, partner with NTG and Commonwealth (e.g. Defence) to increase the pool of funding	Increased quantity of innovative business activities in Palmerston • Development of a culture of innovation among businesses in Palmerston	Moderate

COMMITTEE AGENDA Attachment 8.2.2.1

PLEP Number	Action	Initial timeframe (as per plep)	Current status/adjusted timeframe	What	Why	How	Benefits	Priority
30	Complete an audit of Palmerston's tourism offerings and experiences and explore opportunities to grow tourism offerings that align to visitor market trends in Darwin and Litchfield	LONG TERM 6 – 10 YEARS	Unchanged	Strategic pursuit	To explore and test future tourism industry opportunities in Palmerston	Collaborate with NTG, tourism operators and industry leaders in tourism to undertake market research and develop strategic approaches that support industry outcomes in Palmerston	Informed and strategic approach to targeting tourism industry development	Moderate
31	Engage with creative organisations in the NT to understand needs and opportunities to attract creative businesses to Palmerston	LONG TERM 6 – 10 YEARS	Bring forward so that this occurs before and after action "seek expression of interest from ICT, Creative and Tourism Industry representatives and business to research strategic opportunities for industry development in palmerston; because engagement will be required to identify organisations but also to develop appropriate goals and guidelines for the expression of interest process.	Strategic pursuit	To explore and test future industry opportunities in Palmerston	Collaborate with NTG, organisations and industry leaders in the creative industry leaders to undertake market research and develop strategic approaches that support industry outcomes in Palmerston	Informed and strategic approach to targeting creative industry development	Low - Moderate

COMMITTEE REPORT

Committee Meeting

AGENDA ITEM:	8.2.3
REPORT TITLE:	Major Capital Projects March 2023 Update
MEETING DATE:	Monday 27 March 2023
AUTHOR:	Executive Manager Projects and Infrastructure Services, Karl Hell
APPROVER:	General Manager of Infrastructure, Nadine Nilon

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This purpose of this Report is to update the Vibrant Economic Advisory Committee (Committee) on Major Capital Projects currently underway.

KEY MESSAGES

- Council has several capital projects underway that are greater than \$1 million in value.
- Due to the scale of the projects, this report provides an update to the status of Major Projects with a value of over \$1 million.
- The following projects have updates included as attachments to this report.
 - SWELL Construction
 - Zuccoli Community Hub – Dog Park
 - FiberSense
 - Archer Waste Management Facility Upgrade
- Planning for Major Projects additional to those listed are also included within this report with updates.
- Capital projects occurring with a value less than \$1 million are updated within the Infrastructure Directorate quarterly reports, and relevant financial reporting.

RECOMMENDATION

THAT Report entitled Major Capital Projects March 2023 Update be received and noted.

BACKGROUND

Council has a Capital Works Program worth over \$27 million this financial year. This includes a broad range of asset renewal programs along with major capital projects.

Capital projects are any project where a Council asset is built or renewed. This can include new assets, such as a new shade over a playground, or replacement (also referred to as renewal of assets such as road resurfacing). Typically, Council's capital programs and projects are reported through specific project communications with updates provided in the quarterly and financial reports.

As there are several major projects underway, with values of over \$1 million each, a monthly update report is prepared to provide Council with regular updates on these significant projects.

DISCUSSION

Updates on the following major capital projects currently under construction are included as attachments to this report:

- SWELL Construction **Attachment 8.2.3.1**
- Zuccoli Community Hub – Dog Park **Attachment 8.2.3.2**
- Fibersense **Attachment 8.2.3.3**
- Archer Waste Management Facility Upgrade **Attachment 8.2.3.4**

Additional sections relating to risk identification and management have been added to each attachment.

Council is also progressing the planning for the future and proposed major capital works, as summarised below.

Driver Community Centre

The Driver Resource Centre was constructed in the mid 1980's as a Childcare Facility co-located with the adjacent Driver Primary School. The existing facility is reaching end of life and requires development to better address the needs of the community.

As a summary;

- The building is located on Lot 4196, 19 Driver Avenue Town of Palmerston.
- The lot is 2070 square metres but constrained by significant easements, leaving approximately a 450 square metre area available for construction of a building.
- The lot is zoned for Community Purpose.
- The building, owned by Council, is currently leased.
- The Centre is no longer fit for purpose or meeting the current and projected needs of the community.

The design contract was awarded in to GHD Woodhead in October 2022 to undertake a preliminary design, including a Needs Assessment for the replacement of the Driver Resource Centre with a modern Community Centre. The estimated overall cost of the design and construction is anticipated to be in the order of \$2 million.

The Needs Assessment has been completed and will be presented to Council, with an initial concept design, by May 2023.

Zuccoli Community Hub – Future Stages

The Master Plan for the Zuccoli and surrounds Community Hub incorporates an off-leash dog park (as reported in the attachment), walking trails, a skate park and pump track, a playground, library, community centre and a garden of reflection. The project has an estimate cost of \$20 million and is anticipated to be delivered over a 5-year period, commencing in 2022.

The Community Hub will be delivered in multiple stages, the first stage which is currently underway, being the Dog Park. The second stage will be the Skate Park and Pump Track. Prior to works commencing on Stage 2, the design of the landscaping, open space structures and related infrastructure (excluding the buildings) will occur. This is required to minimise the risks of the final design not being cohesive, especially relating to the civil elements (such as pathway levels and stormwater flows) and the amenity outcomes (such as colour schemes and landscaping). Procurement for the design is anticipated to commence in the second quarter of 2023.

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ERP – Enterprise Resource Planning Project

To successfully deliver services to the community, along with the internal corporate needs of the organisation, Council requires an effective system/s capable of delivering a prominent level of service. The need for an Enterprise Resource Planning (ERP) Project has been identified to enable a strategic approach to updating Council's systems.

An Enterprise Resource Planning Project (ERP) aims to manage and integrate the essential parts of the core business in a single software, as much as practical. This also includes mandatory upgrades of the existing council systems for business continuity.

The project has been split into the following stages:

1. Gap Analysis - identifying business requirements through a Gap Analysis.
2. Project Development and Tender Preparation – interpretation of gap analysis, with development and issuing of public tender.
3. Tender Award and Implementation – award of tender(s) for the implementation of system(s), including change management plan development and implementation.

The project overall is expected to cost in the order of \$2 million, including project support (equivalent to 1 additional staff member), tender preparation, contract award and implementation. Council has allocated \$600,000 in 2022/23 for the commencement of the project.

The Gap Analysis was completed in 2022, with gaps determined for each of the core system functions. Key elements to consider were established as software costs, data duplication and reporting limitations.

Recruitment of the required resources to undertake the implementation and establishment of the tender consulting the legal entity are the next steps commencing in the next quarter, prior to an update to the gap analysis and then tender process.

CONSULTATION PROCESS

Consultation with the community and stakeholders is occurring as relevant to each project.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The projects are being delivered within the 2022-23 Capital Works Program. Individual budget updates are included with the current project summaries.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that failure to deliver on these projects in the time frame specified may result in community dissatisfaction. The following projects are currently impacted by delays: Zuccoli Dog Park, Archer Waste Transfer Facility Upgrade and FiberSense. City of Palmerston is actively working with relevant consultants and contractors to bring these projects to practical completion.

The construction sector is in a rapidly escalating economic phase combined with constrained resources and logistics. This increases the risks associated with costs and delays. These are being managed with anticipated or identified project delays.

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This Report addresses the following City of Palmerston Strategic Risks:

6 Fails to deliver the strategic vision for the City

Context: Ensuring vision is delivered effectively & efficiently, progress is measurable & celebrated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The benefits of these projects are numerous, including enhancing the amenity of the local area; providing greater health and lifestyle choices, increasing social diversion and youth engagement, local employment opportunities, improved public safety, increased waste recycling; and reducing the effects of heat and climate.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

1. SWELL Construction Council Update [8.2.3.1 - 2 pages]
2. Zuccoli Dog Park Council Update [8.2.3.2 - 2 pages]
3. Fiber Sense Council Update [8.2.3.3 - 2 pages]
4. Archer Waste Management Facility Upgrade Council Update [8.2.3.4 - 2 pages]



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SWELL CONSTRUCTION

March 2023 Update

Project Overview

Summary: The SWELL project is Palmerston's largest infrastructure project to date and is set to transform the current aging Palmerston Swimming and Fitness Centre into an aquatic and leisure precinct, including a refurbished 50m pool with improved accessibility, heated program pool, an adventure play zone, warm water pool, half basketball court, events area, upgraded amenities and plenty of shade.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/swell-construction>

Construction Budget: \$19.4 million

Funding Source(s):

- City of Palmerston - \$6.9 million
- Australian Government - \$5 million (Building Better Regions Fund)
- Northern Territory Government - \$7.5 million (grant)

Completion Date: November 2023

Contractor: Jaytex Construction Pty Ltd

Status Update

Percentage Complete: 16%

Actual Costs to Date (claims processed): \$3,186,005 or 16%

Approved Cost Variations: - \$47,970 (negative variation due to identified cost savings)

Works to Date Summary:

Construction works commenced 22 August 2022. The Gym and Youth Centre are remaining operational during construction.

Project works completed to date:

- Site establishment
- Demolition and removal of the pump house plantroom, leisure pool, shade structures and 50m pool edge (where the ramp will be installed)
- Decommissioning and removal of redundant underground services
- Electrical transformer pad construction
- Installation of electrical substation and water main
- Earth works, site leveling and building pad construction
- Formwork, Reinforcing & Concrete to 50m balance tank lid
- Installation of pool underground balance tank
- Installation of sewer pump station
- Excavation and ground works leisure pool
- Commencement of balance tank

SWELL CONSTRUCTION

March 2023 Update



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Pool Construction Progress 09/03/2023



Balance tank 09/03/2023

Upcoming Works:

Works are continuing, with key elements underway or nearing completion;

- Installation of underground services
- Installation of pool subsoil drainage and edge footings
- Leisure and program pool detailed excavations and service installations
- 50m Pool concrete works, subsoil drainage and footings
- Adventure play, multipurpose half court and plant room construction of bored piers, footings and slabs
- Balance tank testing
- 50m pool ramp base and stairs construction
- Excavation of bored piers to 50m pool
- Excavation of program pool
- Shop drawings (design to enable manufacturing) for shade structures, adventure play and structural steel

The project remains on track for November 2023 opening, with the program reviewed regularly. Site works will increase over the coming months, which along with the finalisation of shop drawings for the design and construct elements, will enable a detailed review of the program and timing.

Project Risks:

Wet weather is a risk for any project underway in the wet season. Wet weather events can, and do, cause project delays. The contractor has allowed for 25 weather delay days in the program, of which 13.5 have been expended to date. The program has also been designed to mitigate risks of wet weather, with the majority of demolition completed prior to the wet season commencement.

The Myrtha Pool (the 50m pool) and the White Water Adventure Play equipment are manufactured internationally and therefore subject to several risks regarding country of origin design and manufacture constraints, international logistics and transport constraints, resource availability and damage during shipment and replacement. These are being managed by working closely with the contractor and Council's design and project consultants to minimise the risks and impacts.



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ZUCCOLI COMMUNITY HUB – DOG PARK

March 2023 Update

Project Overview

Summary: The Master Plan for the Zuccoli and Surrounds Community Hub incorporates an off-leash dog park, walking trails, a skate park and pump track, a playground, children's boutique library, community centre and a garden of reflection.

Stage 1 is under construction and consists of a dog park with two fenced dog play areas with water play, public toilet and temporary car parking.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/zuccoli-and-surrounds-community-hub-construction-0>

Construction Budget: \$1.29 million (excluding GST)

Funding Source(s):

- City of Palmerston - \$890,000
- Australian Government - \$150,000 (Local Roads and Community Infrastructure Fund, Phase 2)
- Northern Territory Government - \$250,000 (grant for the public toilet)

Completion Date: March 2023 – Park & mid June 2023 – Exeloo

Contractor: Sterling NT

Status Update

Percentage Complete: 95%

Actual Costs to Date (claims processed):

- 2021/22 - \$ 317,614
- 2022/23 - \$ 879,330
- Total = \$ 1,196,944 Excl Gst

Approved Cost Variations: \$83,184 Excl GST or 6.5% of total contract

Works to Date Summary:

The project was launched in June 2022 and construction is nearing completion with the major works outstanding being the temporary carpark surfacing, path connection, and Exeloo installation.

The project will be subject to two stages of opening. Stage 1 will include the Dog Park and Water Play Areas and Stage will include the Exeloo. The application for the occupancy permit and documentation is being compiled for submission and approval.

The following works have been completed;

- Civil and earth works
 - Construction of concrete paving, driveway, light poles, and shade structures
 - Water main
 - Services and concrete footings for Exeloo
 - Waterplay electrical works
-



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ZUCCOLI COMMUNITY HUB – DOG PARK

March 2023 Update



Works - February

Upcoming Works:

The following works are in their final stages of completion;

- Shade structure lights to be installed
- Waterplay equipment fit off
- Fencing and landscaping completion
- Grass to be established in passive dog play area and active dog water play area.

The main part of the project not yet completed is the carpark surface sealing, line marking and connecting path to the park. This work is planned for the next week.

The Exeloo public toilet is also not on site, however it has arrived in Darwin and is ready for installation as soon as the site conditions allow.

Over the couple of weeks it is anticipated the works underway will be completed and the establishment of grassing will occur to enable an opening date to be finalised, however, this is dependent on weather events as rain events having been causing delays. The approval process has been initiated and final clearance documents are being compiled for submission and approval.

Project Risks:

Wet weather has had an impact on the project, particularly as the park is in a low-lying area adjacent a creek. This has led to delays of works occurring and limiting access. Alternative options have been considered to mitigate risks, however as the project is nearing completion and the site constraints, there are limited viable options.

An update has been provided to the community that an end of March completion is expected. This remains on track, however the risk of ongoing rain and establishment of grass (to prevent topsoil erosion) will be monitored to ensure that the park is not opened prematurely. The focus of this risk management is the safety of users, including dogs.

FIBERSENSE

March 2023 Update



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Project Overview

Summary: A total of 60km of fiber optic cable will be laid throughout Palmerston CBD and Tiger Brennan Drive to detect vibrations in real time to understand and capture vehicular and pedestrian movements.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/fibersense-technology>

Construction Budget: \$2 million (including 5 years of data services)

Funding Source(s):

- City of Palmerston – \$500,000
- Northern Territory Government - \$1.5 million (grant)

Completion Date: November 2022 initial stages, Mid 2023 final stages.

Contractor: FiberSense Pty Ltd

Status Update

Percentage Complete: 95%

Actual Costs to Date (claims processed): \$1,579,882 or 75%

- 2021/22 – \$484,816
- 2022/23 – \$1,095,066

Approved Cost Variations: \$122,980 or 8% (NTG requested and funded variation)

Works to Date Summary:

As of end of February 2023, FiberSense has completed 95% of cable installation and splicing (56Km's of fiber has been laid and activated) for the project, with only the Civic Centre Carpark to be completed.

To enhance the level of sensing and data collection on the pico-trenched network, FiberSense has added a second Distribution Fiber Sensing Unit (DFS). With this, fiber cable installation on City of Palmerston and Northern Territory Government roads have been completed, excluding the Civic Plaza Car Park which is scheduled to be connected in May 2023.

Upcoming Works:

- Fiber to be installed in Civic Centre Carpark May 2023
- Development of Digital City service (Software), including traffic data collection and modelling
- Handover of Digital Asset service for CoP network

FIBERSENSE

March 2023 Update



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Figure 2 Fibre Sense Pits (Blue) and Fibre Sense Cable (Yellow)

Key Risks:

As this is a trial of a new product and service for Council (and NTG), along with the service being developed by Fibersense for Council specifically, there are risks being managed with the relevant project managers to ensure delivery of the product that is able to be integrated into Council operations.



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ARCHER WASTE MANAGEMENT FACILITY

UPGRADE March 2023 Update

Project Overview

Summary: Upgrade of the Archer Waste Management Facility (AWMF) includes design and construction of a new recycling area and general waste push-pit area (with roof).

The new recycling area will intentionally be located near the site's entry (and prior to the general waste push-pit area) and feature a more appealing design to maximise recycling participation in accordance City of Palmerston's Sustainability Strategy.

The general waste area will be re-developed to improve safety, in particular the risk of fall from heights. The general waste area will also feature a push pit (with roof) which will enable separation and recovery of recyclable waste streams including but not limited to scrap metal and timber. Recovery of such recyclable waste streams from general waste is also aligned with the City of Palmerston's Sustainability Strategy and the waste diversion priority.

Project Budget: \$1,800,000

Funding Source(s):

Upgrade Works;

- City of Palmerston - \$1,200,000
- Northern Territory Government - \$400,000 (Priority Infrastructure Fund Grant)

Cardboard Compactor;

- City of Palmerston - \$100,000
- Northern Territory Government - \$100,000 (NT Recycling Modernisation Grant)

Expected Completion Date: November 2023

Contractor: NA (Contract yet to be tendered)

Status Update

Percentage Complete: 70% of Pre-Construction Activities

Actual Costs to Date (as at 13/03/2023): \$290,034.36 relating to design and investigations.

Approved Cost Variations: NA (Construction Contract is yet to be awarded).

Works to Date Summary:

Works undertaken by CoP to date include:

- Relocation of the site compound
- Widening and seal of a section of the access road to enable the gatehouse relocation

Works undertaken by engineering consultant to date include:

- Site Engineering Survey
- Service Locations Survey
- Geotechnical Investigation
- Preliminary Design (Civil and Structural)



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ARCHER WASTE MANAGEMENT FACILITY

UPGRADE March 2023 Update

The project continues to remain in detailed design phase, however other project elements continue to be progressed. The design will be used to inform a tender for construction.

Works progressed this month:

- Design option(s) explored through detailed design phase consolidated
- Consultation with AWMF operator to evaluate functional design
- Construction stages determined as follows:
 - Stage 1 – Temporary Facility
 - Stage 2 – Recycling Facility (including accommodation of cardboard compactor)
 - Stage 3 – General Waste Push-Pit
- Development of Communications Strategy is in progress
- Temporary Transfer Station Operation Plan underway

Upcoming Works:

- Finalise Detailed Design
- Confirmation of Quantity Survey costings based on Detailed Design
- Draft, release and award Construction Contract
- Draft, release and award Contract for Operation of the AWMF

A high priority project outcome is the construction of the push pit (with roof) to improve safety and enable improved separation and recovery of recyclable items, along with the construction of the new more appealing recycling area.

Ongoing provision of operation and services during construction is critical and is being prepared for as part of the project. Other proposed scope items include relocation of the gatehouse, re-seal of road surfaces and other miscellaneous site improvements.

Key Risks:

The complexity of the site and availability of design, consultant, and internal resources to progress the project has led to delays. This has been compounded with initial estimates of the project design coming in significantly higher, leading to revaluation and redesign of some aspects of the project.

The key element for the next stage is the tender development and advertising. There is a risk that there is limited market interest in the works, similar to the cancelled tender process in 2022 for the design and construct works that did not have any tenderers.

The AWMF is highly utilised by the City of Palmerston residents, the community engagement and consultation is critical to project implementation and success. It is anticipated that the upgraded AWMF will contribute to improved community satisfaction. However, there is a potential risk of community dissatisfaction during the project construction phase.

The construction phase requires a temporary alternative solution for transfer station operations. A Community Engagement and Consultation Strategy is being prepared to mitigate this risk which includes promotion of project outcomes and communication of temporary change in operations.

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9 INFORMATION AND CORRESPONDENCE

9.1 Information

9.2 Correspondence

10 GENERAL BUSINESS

11 NEXT COMMITTEE MEETING

THAT the next Vibrant Economy Advisory Committee Meeting of Council be held on Tuesday, 26 June 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

12 CLOSURE OF MEETING TO PUBLIC

THAT pursuant to *section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.



city of
PALMERSTON
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MINUTES

Vibrant Economy Advisory Committee Meeting Monday 21 November 2022

The Advisory Committee Meeting of the City of Palmerston held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830

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COMMITTEE MINUTES

Minutes of Vibrant Economy Advisory Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Monday 21 November 2022 at 5:30pm.

PRESENT

COMMITTEE MEMBERS	Councillor Mark Fraser (Chair) <hr/> Mayor Athina Pascoe-Bell Councillor Benjamin Giesecke Sue Shearer, Business Association Representative Mohan Kandasa, Local Business Owner Representative Carmine Rauseo, Local Business Owner Representative Brandon Evans, Department Chief Minister and Cabinet Representative (Proxy for Sarah Gotch)
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager Infrastructure, Nadine Nilon Director of Finance and Governance, Wati Kerta Minute Secretary, Kristy Joyce
GALLERY	Nil members of the public

Initials:

COMMITTEE MINUTES



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1 ACKNOWLEDGEMENT OF COUNTRY

City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present, and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.

2 OPENING OF MEETING

The Chair declared the meeting open at 5:33pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

Noting that Sarah Gotch is absent, Brandon Evans is proxy representing Department of Chief Minister and Cabinet.

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 DECLARATION OF INTEREST

4.1 Elected Members

Nil

4.2 Staff

Nil

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Nil

5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

Nil

Initials:



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COMMITTEE MINUTES

7 CONFIDENTIAL ITEMS

7.1 Moving Confidential Items into Open

Nil

7.2 Moving Open Items into Confidential

Nil

7.3 Confidential Items

Nil

8 OFFICER REPORTS

8.1 Action Reports

8.1.1 Committee Overview and Terms of Reference

Moved: Mayor Pascoe-Bell

Seconded: Sue Shearer

1. THAT Report entitled Committee Overview and Terms of Reference be received and noted.
2. THAT the Vibrant Economy Advisory Committee recommend to the Council:
 - a. THAT the Committee note the presentation and update on Council Committee meeting format and process and procedures.
 - b. THAT the Committee resolves that members are not required to stand when speaking to a matter being considered.

CARRIED VEAC10/1 - 21/11/2022

8.1.2 Committee Schedule of Meetings and Membership

Moved: Councillor Giesecke

Seconded: Mohan Kandasa

1. THAT Report entitled Committee Schedule of Meetings and Membership be received and noted.
2. THAT the Vibrant Economy Advisory Committee recommend to the Council:
 - a. The Vibrant Economy Advisory Committee adopts the Committee meeting be held at 5.30pm in Chambers at Civic Plaza, 1 Chung Wah Terrace, Palmerston and on the following dates in 2023:
 - Monday 27 March, 2023
 - Monday 26 June, 2023
 - Monday 25 September, 2023

Initials:



COMMITTEE MINUTES

- Monday 27 November, 2023
- b. Council undertake the following activities to fill vacancies
 - i. Council to write to the Property Council (NT) and Chamber of Commerce (NT) advising that the Committee has one vacancy for a member of a relevant business or property association and seeking an expression of interest.
 - ii. Council re-advertise expression of interest in February 2023 for a Committee Community member.

CARRIED VEAC10/2 - 21/11/2022

8.1.3 Palmerston Local Economic Plan Update

Moved: Mayor Pascoe-Bell
Seconded: Brandon Evans

1. THAT Report entitled Palmerston Local Economic Plan Update be received and noted.
2. THAT the Vibrant Economy Advisory Committee recommend to the Council:
 - a. THAT a report be prepared updating the progress of the Palmerston Local Economic Plan actions and prioritisation of actions for 2023 to be presented at the March 2023 Vibrant Economy Advisory Committee meeting.

CARRIED VEAC10/3 - 21/11/2022

Chief Executive Officer left the meeting at 6:30pm
Councillor Giesecke left the meeting at 6:30pm.
Councillor Giesecke returned to the meeting at 6:31pm.

8.2 Receive and Note Reports

8.2.1 Capital Investment Program

Moved: Mayor Pascoe-Bell
Seconded: Sue Shearer

THAT Report entitled Capital Investment Program be received and noted.

CARRIED VEAC10/4 - 21/11/2022

Chief Executive Officer returned to the meeting at 6:33pm.

9 INFORMATION AND CORRESPONDENCE

9.1 Information

Nil

9.2 Correspondence

Initials: _____

COMMITTEE MINUTES



A Place for People

Nil

10 GENERAL BUSINESS

Nil

11 NEXT COMMITTEE MEETING

Moved: Mayor Pascoe-Bell
Seconded: Sue Shearer

THAT the next Vibrant Economy Advisory Committee Meeting of Council be held on Monday, 27 March 2023 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED VEAC10/5 - 21/11/2022

12 CLOSURE OF MEETING TO PUBLIC

Moved: Mayor Pascoe-Bell
Seconded: Councillor Giesecke

THAT the Vibrant Economy Advisory Committee of the Tenth City of Palmerston Council held in Council Chambers, Civic Plaza, Palmerston on 21 November 2022 closed at 7.21pm.

CARRIED VEAC10/6 - 21/11/2022

Chair

Print Name

Date

Initials: