

AGENDA

2nd Ordinary Council Meeting

Tuesday 21 May 2024

The Ordinary 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.

Council 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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- 1 ACKNOWLEDGEMENT OF COUNTRY
- 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 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING
- 5 DECLARATION OF INTEREST
 - 5.1 Elected Members
 - 5.2 Staff
- 6 CONFIRMATION OF MINUTES
 - 6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 7 May 2024 pages 11319 to 11327 and the Minutes of the Special Council Meeting held on 8 May 2024 pages 11332 to 11335 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT

MAYORAL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	7.1
REPORT TITLE:	Mayoral Update Report - April 2024
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

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

PURPOSE

This report provides Council with a summary of recent activities of the Mayor, on behalf of Council.

KEY MESSAGES

In April 2024, the Mayoral activities included:

- Meetings with Ministers, MLA's and Government Agencies
- Attending Community Events on behalf of Council
- Media Interviews with Katie Wolfe 360, ABC and First Nations Radio

RECOMMENDATION

THAT Report entitled Mayoral Update Report - April 2024 be received and noted.

DISCUSSION

Unfortunately, an extended period of illness saw to it that I didn't attend many community events or meetings during April. I would like to thank the Council Members for stepping in where I couldn't.

An overview of the events that I attended on behalf of Council during the month of April 2024 are below:

- SEC Art Exhibition
- ANZAC Day 2024 Dawn Service and Parade, Memorial Park Palmerston
- ADF vs PFES ANZAC Shield 4 AFL (Australian Football League) Match at TIO Stadium
- Thailand Grand Festival

Meetings with Ministers, MLA's and Government Agencies:

- Chief Minister Eva Lawler, Member for Drysdale
- NTPOL Assistant Commissioner Matthew Hollamby

Meetings with other industry groups and media:

- Shane Dignan, Managing Director Halikos Group
- Katie Wolfe 360 Program
- ABC Darwin Head Honcho
- First Nations Radio

ANZAC Day Service 2024

I would like to thank the Palmerston RSL Sub-branch for coordinating the commemorative services and the ANZAC Day march. They hosted several events to honour past and present members of our Defence Force; the Gunner's Breakfast, the Dawn Service, Breakfast, and the Veteran March. It was lovely to see

current and former members marching with schools and various community groups as I inspected the parade with Captain David Shervington from the Royal Australian Navy. It was heartwarming to see such great attendance by the community to commemorate this special day. At the going down of the sun, and in the morning, we will remember them. Lest We Forget.



2024 ANZAC DAY L-R Royal Australian Navy Captain David Shervington and City of Palmerston Mayor Athina Pascoe-Bell

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

There are no risk, legal and legislative implications relating to this report.

ATTACHMENTS

Nil

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- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
23.1	External Presentation	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.1	Appointment of Committee Member	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.
25.1.2	Advocacy	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
25.2.1	Legal Advice	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of

		<p>the staff of the council that could, if publicly disclosed, cause prejudice to the individual.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(ii) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(d) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.</p>
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- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Immediate Priority Grant Acquittal
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	Procurement and Grants Coordinator, Koren Martin
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval for the acquittal of the Immediate Priority Grant (IPG) for 2022-23.

KEY MESSAGES

- City of Palmerston successfully applied for Immediate Priority Grant with Northern Territory Government's Department of the Chief Minister and Cabinet in November 2022 to upgrade and replace the roofing and to install solar panels at the Palmerston Fitness centre and Youth Centre.
- Grant funding of \$200,000 was received.
- Council was required to fund the remaining cost of the project.
- The total cost of the project cost was \$489,902.
- The grant requires acquittal of the project by 31 May 2024.
- A condition of the grant is for the grant acquittal to be laid before Council prior to submitting to the Department.

RECOMMENDATION

1. THAT Report entitled Immediate Priority Grant Acquittal be received and noted.
2. THAT Council approves the acquittal of the Immediate Priority Grant at **Attachment 13.1.1.1** contained in this Report entitled Immediate Priority Grant Acquittal.

BACKGROUND

In November 2022, Council was successful in its Immediate Priority Grant 2022-23 application to upgrade and replace the roofing and to install solar panels at the Palmerston Fitness centre and Youth Centre. The objectives of this project were to upgrade and replace the roofing due to numerous water leaks and issues and for it to be suitable for the installation of solar panels.

The grant requires acquittal of the project by 31 May 2024. A condition of the grant is for the grant acquittal to be laid before Council.

DISCUSSION

Grant funding of \$200,000 was received, with grant conditions requiring Council to absorb any costs above the \$200,000 funding. At completion of the project the expenditure was \$489,902.

This report recommends Council's approval for the final acquittal of funds as outlined in **Attachment 13.1.1.1**.

CONSULTATION AND MARKETING

The following City of Palmerston staff were consulted in preparing this Report:

- Finance Manager
- Project Lead (Infrastructure)

The grant acquittal will need to be submitted to the Department of the Chief Minister and Cabinet by 31 May 2024.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The total cost of the project cost was \$489,902, with \$200,000 funded from Grants and the remaining funded by Council.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

2. Financial Sustainability
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.
5. Infrastructure
Failure to plan, deliver and maintain fit for purpose infrastructure.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

There are no implications on Strategies, Framework or Plans 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. Roof Replacement and Solar Installation IPG Acquittal [**13.1.1.1** - 1 page]

Grant Funding Acquittal

Immediate Priority Grant Program

Council/Organisation Name: City Of Palmerston

Grant Program Year 2022-2023

Grant Application Number: IPG2300009

Purpose of Grant: Palmerston Fitness Centre and Youth Centre-Roof Replacement and Solar Installation

Purchases were in accordance with the Northern Territory Buy Local Plan: Yes No

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 2023-2024

Local Government Immediate Priority Grant 200,000

Other income (Co- Contribution) 289,902

Total income 489,902

Total Expenditure (Specify accounts and attach copies of ledger entries)
An 'administration fee' is not to be apportioned to the grant for acquittal purposes. 489,902.00

Surplus/(Deficit) 0.00

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: Yes No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Anant Pandey 14 / 05 / 2024

Laid before the Council at a meeting held on ___/___/___ Copy of minutes attached.

CEO or CFO: _____ /___/___

DEPARTMENTAL USE ONLY

File Number: _____

Grant amount correct: Yes No

Expenditure conforms to approved purpose: Yes No

Procurement - Bought from Territory Enterprise: Yes No

Minutes checked: Yes No

Balance of funds to be acquitted: _____

Date next acquittal due: ___/___/___

ACQUITTAL ACCEPTED: Yes No

Acquittal checked by: _____ /___/___

Comments:

MANAGER GRANTS PROGRAM: _____ /___/___

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Chief Executive Officer Performance Appraisal Committee Terms of Reference
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	Executive Assistant to General Manager People & Place, Emily Dehne
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council endorsement of the adoption of the Chief Executive Officer Performance Appraisal Committee Terms of Reference.

KEY MESSAGES

- The Chief Executive Officer Performance Appraisal Committee is a committee of Council, established in an advisory capacity.
- The purpose of this committee is to:
 - Undertaking the review of the CEO's Performance in accordance with the Local Government Act 2019, the standards and the contract of employment of the CEO; and
 - Work with the CEO to establish additional performance criteria for the CEO, if required.
- This report seeks Council's adoption of the Terms of Reference for this committee.

RECOMMENDATION

1. THAT Report entitled Chief Executive Officer Performance Appraisal Committee Terms of Reference be received and noted.
2. THAT Council endorse the adoption of the Chief Executive Officer Performance Appraisal Committee Terms of Reference as **Attachment 13.1.2.1** of report entitled Chief Executive Officer Performance Appraisal Committee Terms of Reference.

BACKGROUND

Section 82 of the [Local Government Act 2019](#) (Act) provides for councils to establish committees. The Chief Executive Officer Performance Appraisal Committee is established in an advisory capacity as an Executive Committee of Council. A Council Committee consists of the persons appointed by Council resolution to be members of the Committee.

At the 1st Ordinary Council Meeting of 2 August 2022, the following decision was made:

13.1.1 Review of Council Committee Memberships – June 2023

Moved: Councillor Fraser
Seconded: Councillor Hale

3. THAT Council Make the following appointments to the Chief Executive Officer Performance Appraisal Committee:
 - I. THAT the Mayor be appointed as Chair to the Chief Executive Officer Performance Appraisal Committee for the Term of the Tenth Council.
 - II. THAT Councillor Garden and Councillor Henderson be appointed to the Chief Executive Officer Performance Appraisal Committee for the period of 1 July 2023 to 30 June 2024.
 - III. THAT all other Councillors be appointed as alternate members to the Chief Executive Officer Performance Appraisal Committee for the period of 1 July 2023 to 30 June 2024.

CARRIED 10/862 – 6/06/2023

The facilitated performance review process is designed to recognise and reward good performance.

DISCUSSION

An annual performance review based on the anniversary of the CEO's commencement is a requirement of the CEO's employment contract. The CEO has also agreed to an interim review at the mid-point of each year.

The annual performance review process assesses key result areas, being Strategic Performance Objectives and Key Performance Indicators that have been mutually agreed and form the basis of the Annual Performance Appraisal. The purpose of this committee is to:

1. Undertaking the review of the CEO's Performance in accordance with the Local Government Act 2019, the standards and the contract of employment of the CEO; and
2. Work with the CEO to establish additional performance criteria for the CEO, if required.

The CEO's Performance Appraisal Committee is a structured formal meeting, run in accordance with the *Palmerston (Procedures for Meetings) By-Laws*. The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its Terms of Reference in order to facilitate decision making by the Council.

This report seeks council's adoption of the Terms of Reference as **Attachment 13.1.2.1**.

CONSULTATION AND MARKETING

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

POLICY IMPLICATIONS

CEO Performance Appraisal Committee us a formal committee of Council. To support this committee, it is recommended that the Terms of Reference outlined in this report be adopted by Council.

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:

6. Governance
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

The report does not directly relate to any City of Palmerston Strategies, Frameworks or Plans. However, this is directly impacted by the [Local Government Act 2019](#).

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. 20240403 Terms of Reference Chief Executive Officer Performance Appraisal Commi (2)
[13.1.2.1 - 3 pages]



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TERMS OF REFERENCE

Committee Name:	Chief Executive Officer Performance Appraisal Committee		
Type:	Council Executive Committee		
Responsible Officer:	General Manager People and Place		
Owner:	Chief Executive Officer		
Approval Date:	7 May 2024	Next Review Date:	7 May 2026
Records Number:		Council Decision:	

1 PURPOSE

The purpose of the Chief Executive Officer Performance Review Committee (the Committee) is to:

- 1.1 Undertake the review of the Chief Executive Officers (CEO) Performance in accordance with the Local Government Act 2019, the Standards and the contract of employment of the Chief Executive Officer; and
- 1.2 Work with the CEO to establish additional performance criteria for the CEO, if required.

2 COMMITTEE OBJECTIVES

The role of the Committee is to:

- 2.1 Assist the Council in the engagement and oversight of a consultant to work with the committee, CEO and Council in conducting the CEO performance review in line with the process agreed between the CEO and Council;
- 2.2 Conduct with the CEO, Elected Members and the consultant, the performance review process and provide a recommendation to Council on the result of the performance review;
- 2.3 Establish any additional performance criteria for the CEO, with the agreement of CEO, for recommendation to Council arising from the performance review process; and,
- 2.4 Make any other relevant recommendations relating to the CEO's employment including remuneration to the Council.

3 AUTHORITY/DELEGATION

The Chief Executive Officer Performance Appraisal committee is an Executive Committee to Council. The committee must present the outcome of the performance appraisal to Council for endorsement.

4 MEMBERSHIP

Membership will consist of the Mayor as Chair of the Committee, two (2) Council Members and a mutually agreed Independent Facilitator.

The Independent Facilitator will prepare and oversee the performance appraisal process and will be selected upon agreement by the Council and CEO.

5 TERMS AND VACANCIES

- 5.1 Membership term of a Councillor will be for one year, by nomination at an Ordinary Council Meeting.



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TERMS OF REFERENCE

5.2 The Terms of Reference will be reviewed by the Committee every two years from the commencement of the committee's term, or as required.

6 MEETINGS

6.1 Notice of Meetings and Business Papers

The Chief Executive Officer Performance Appraisal Committee will adhere to the requirements for meetings as outlined in the Local Government Act 2019 (NT), Local Government (General) Regulations 2021 (NT) and the *Palmerston (Procedure for Meeting) By-Laws*.

The Deputy Chief Executive Officer will convene meetings and will distribute business papers no later than three business days prior to a meeting.

6.2 Regularity

The Committee will meet at least two times per year and no more than four times annually, between July and June.

Time and location of meetings is to be determined by the Committee. Special meetings can be convened by the Chief Executive Officer on the request of the Chair, or a majority of committee members.

The Chief Executive Officer will then issue a Notice of Meeting with the time, date and location of the meeting, and the items to be discussed at the special meeting.

6.3 Quorum

The quorum for the transaction of business shall consist of the Mayor as Chair of the Committee, two (2) Council Members and an independent facilitator.

6.4 Chairperson Responsibilities

- 6.4.1 To ensure meetings are conducted in accordance with the *Palmerston (Procedure for Meeting) By-Laws* and according to the agenda.
- 6.4.2 Ensuring all discussion items end with a decision, action, or appropriate outcomes.
- 6.4.3 Should the Chairperson be unable to attend a meeting, the alternate Councillor shall perform the duties of Chairperson and if unavailable the meeting will be postponed.

6.5 Voting

- 6.5.1 For voting purposes, the Chairperson shall accept motions moved and seconded by members of the Committee, by show of hands.
- 6.5.2 A Committee decision is by majority vote of voting members present at a meeting.

6.6 Minutes

Meeting minutes will be distributed to members within ten working days after a meeting and presented to Council at its next Ordinary Meeting.

7 CONDUCT

7.1 Conflicts of interest



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TERMS OF REFERENCE

Committee Members must declare any real or perceived conflicts of interest when joining the Committee, annually and at the start of each meeting before discussion of the relevant agenda items on the approved Council form.

7.2 Code of Conduct

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

7.3 Committee Representation

Committee Members must not speak on behalf of Council or the Committee without the approval of the Chief Executive Officer.

DRAFT

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Business Survey Results
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	City Activation Manager, Matthew McNamara
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

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 outcome of the City of Palmerston Business Survey conducted in March 2024.

KEY MESSAGES

- The Palmerston Local Economic Plan (PLEP) 2021-2031 was created to define Council's plan to assist Palmerston reach its economic potential.
- Two actions in the Palmerston Local Economic Plan were identified as key priorities that would inform other future Palmerston Local Economic Plan actions.
- One of these priority actions included the development and implementation of a business survey.
- The survey was conducted from 11 – 31 March 2024.
- City of Palmerston enlisted the services of Action Market Research to conduct the business survey and consulted Urbacity, a specialist in urban planning and economics, to guide the development of the question set.
- In addition to social media posts a letter from the Mayor was delivered to 2,000 randomly selected businesses within Palmerston, inviting them to take part in the survey.
- The survey has identified the Top Ten Headliners for further consideration.
- The report recommends that the survey and its outcomes be referred to the Palmerston Vibrant Economy Advisory Committee for consideration and advice back to Council on potential future actions.

RECOMMENDATION

1. THAT Report entitled Business Survey Results be received and noted.
2. THAT the City of Palmerston Business Survey outcomes be referred to the Palmerston Vibrant Economy Advisory Committee for consideration and advice back to Council on potential future actions.

BACKGROUND

At the 2nd Ordinary Council Meeting of 18 April 2023 Council endorsed the website and business survey activities as the priority focus of work towards actions contained in the Palmerston Local Economic Plan (PLEP).

13.1.3 Vibrant Economy Advisory Committee Minutes – 27 March 2023

3. *THAT Council endorses the recommendations from the Palmerston Vibrant Economy Committee meeting held on 27 March 2023 being:*
 - *Priority Actions – Palmerston Local Economic Plan*
 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.*

CARRIED 10/799 – 18/04/2023

The objective of the survey was to gather valuable insights that will assist City of Palmerston attracting, retaining, and supporting local businesses. The data collected will play a crucial role in informing actions outlined in the PLEP.

City of Palmerston enlisted the services of Action Market Research to conduct the business survey and consulted Urbacity, a specialist in urban planning and economics, to guide the development of the question set. This collaboration was intended to ensure that the survey questions aligned with our economic development objectives.

On 6 March 2024, a letter from the Mayor was sent to 2,000 businesses in the City, informing them about the upcoming survey. The survey was then conducted from 11 to 31 March 2024. A link to the survey was provided on the City of Palmerston website, and additional advertisements were posted on City of Palmerston's social media accounts.

This Report seeks to update Council on the outcome of the Business Survey.

DISCUSSION

Action Market Research aided in the dissemination of survey letters by providing 2,000 business addresses sourced from the Australian Business Register database. This selection was designed to ensure a comprehensive representation of various sectors within the City of Palmerston, including Administration, Agriculture, Arts, Construction, Education, Utilities, Finance, Health Care, Hospitality, IT, Real Estate, Retail, Transport, and Wholesale Trade. By encompassing a wide range of industries, the survey aimed to capture diverse business perspectives and challenges, ensuring the findings are reflective of the overall business environment in Palmerston.

The survey methodology involved a combination of telephone and online surveys to ensure broad participation. Action Market Research conducted 125 telephone interviews, including 100 businesses within the City of Palmerston and 25 from surrounding areas to gain comparative insights and understand potential factors that might influence businesses to relocate to Palmerston. Additionally,

The communication outlined Council's proactive engagement with local Palmerston businesses, inviting their participation in a targeted business survey aimed at addressing the needs identified in the PLEP.

The survey captured a diverse range of businesses across various sectors within the City of Palmerston. Respondents included key decision-makers such as business owners, general managers, and senior managerial roles. The industries represented in the survey spanned retail, construction, manufacturing, education, professional services, health care, and more. This broad representation ensures that the survey results provide a comprehensive view of the business landscape in Palmerston. Most businesses surveyed have been operating for over five years, indicating a stable and established business community.

The Top Ten Headlines from the survey are as follows:

1. Businesses are more confident than not and are confident their business will have a significant improvement in their performance over the next 12 months.
2. The positive business confidence will drive business to invest in staff and creating new employment opportunities. Two-fifths of businesses will be looking to make a major purchase such as through new plant/equipment or property.
3. Most businesses are facing challenges in finding employees with specific skills and/or qualifications and finding employees that fit their business culture and values.
4. The key reasons for business choosing Palmerston to operate from relate to it being centrally located and being close to both Darwin and the more rural regions, and its convenience for customers and employees.
5. The key challenges faced by business operating in Palmerston relate to their business operating costs, crime and public safety issues, and the availability of suitably trained staff.
6. Just under a half of businesses are intending to expand within the City of Palmerston, and the majority of these will be looking to do so within the next 12-18 months.
7. Businesses looking to expand will do so through hiring of additional employees, expanding their online presence, and through building strategic partnerships with other local businesses.
8. Key barriers to expansion include crime related issues, and for it not being economically viable.
9. The key top-of-mind supports business is wanting include reducing crime, ensuring local suppliers are preferred in procurement, and reducing costs through lower rents and fees.
10. The most useful supports for business relate to improving public safety/security and reducing crime, listing businesses in local directories and government websites to boost exposure, and assisting businesses to obtain grants or tax incentives to boost investment.

The comprehensive report delivered by Action Market Research is included as **Attachment 13.1.3.1** to report entitled Business Survey Results.

Overall, the survey provides a positive outlook for the economic growth in Palmerston.

It is being recommending that the survey and its outcomes be referred to the Palmerston Vibrant Economy Advisory Committee for consideration and advice back to Council on potential future actions.

CONSULTATION AND MARKETING

To promote the Survey, the Council's Marketing and Communications teams assisted with social media posts as follows:

- Two (2) x Facebook posts
- Two (2) x LinkedIn posts
- Promotion on the City of Palmerston Website and
- A digital post in the NT News

The following City of Palmerston staff were consulted in preparing this Report:

- City Activation Officer

In preparing this Report, the following external parties were consulted:

- Action Market Research

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

Consultancies and cost associated with the delivery of the survey were funded from within existing budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Urbacity and Action Market Research are experienced consultants in economic development and business surveys respectively and have been engaged to ensure we achieve a return on our investment and meet the agreed objectives.

This Report addresses the following City of Palmerston Strategic Risks:

3. **Economic Development**
Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This report relates to the [Palmerston Local Economic Plan](#) (PLEP).

This report aligns to the PLEP by providing insights into local business challenges and opportunities. The survey findings will inform future economic development actions and strategies outlined in the PLEP.

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. 20240410 - City of Palmerston Business Survey Final Report [13.1.3.1 - 41 pages]

City of Palmerston Business Survey

FINAL REPORT
April 2024



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TOP TEN HEADLINES

1. **Businesses are more confident than not** and are confident their business will have a **significant improvement in their performance** over the next 12 months.
2. **The positive business confidence will drive business to invest in staff and creating new employment opportunities.** Two-fifths of businesses will be looking to make a major purchase such as through new plant/equipment or property.
3. **Most businesses are facing challenges in finding employees** with specific skills and/or qualifications and finding employees that fit their business culture and values.
4. **The key reasons for business choosing Palmerston** to operate from relate to it being **centrally located** and being close to both Darwin and the more rural regions, and its **convenience for customers and employees.**
5. **The key challenges faced by business** operating in Palmerston relate to their **business operating costs, crime and public safety issues**, and the **availability of suitably trained staff.**
6. **Just under a half of businesses are intending to expand** within the City of Palmerston, and the majority of these will be looking to do so within the next 12-18 months.
7. **Businesses looking to expand will do so through hiring of additional employees, expanding their online presence**, and through building **strategic partnerships with other local businesses.**
8. **Key barriers to expansion** include **crime related issues**, and for it **not being economically viable.**
9. **The key top-of-mind supports** business is wanting include **reducing crime, ensuring local suppliers are preferred in procurement**, and **reducing costs through lower rents and fees.**
10. **The most useful supports** for business relate to **improving public safety/security and reducing crime, listing businesses in local directories and government websites to boost exposure**, and assisting businesses to **obtain grants or tax incentives to boost investment.**



KEY FINDINGS

Business Confidence

- Businesses are more confident than not that the climate for doing business will improve in the next 12 months.
- Most believe there will be an improvement in their business performance and are intending to hire additional employees to accommodate this growth.
- Two fifths of businesses are intending to make a major purchase in the next 12 months to support their business growth.
- Most businesses are finding it challenging to find suitable employees with specific skills/qualifications, and finding employees that fit their business culture and values.

Reasons for Operating from City of Palmerston

- The key top-of-mind reason for operating from Palmerston is its location, being centrally located to both the city and rural communities, and convenient for customers and employees alike.
- The benefits of operating from Palmerston also relate to its location, being centrally located and convenient for customers. In addition the high-demand for products/services given the growing community is seen as a key benefit.
- When prompted, the key benefits business gains from operating in Palmerston relate to its proximity to Darwin, and its young and growing population. Other benefits include having a significant Defence presence and the lower rent costs for business property.

Current Business Challenges

- The top-of-mind challenges faced by business include the availability of suitably trained staff, crime and safety issues, and business operating costs.
- When prompted, these same issues top the list, and are rated as being major issues – business operating costs, public safety and crime, and the availability of suitably trained staff.



KEY FINDINGS

Business Expansion

- Just under half of businesses are intending to expand within the City of Palmerston.
- Expansion within the City will include taking on more clients and driving up demand for products/services. Some will be looking for new and/or larger business premises to operate from.
- Most businesses looking to expand will be wanting to hire additional employees to deliver on their current offering, are wanting to expand their online presence, and are wanting to collaborate with other businesses through strategic partnerships.
- Most businesses that are looking to expand will be doing so within the next 12-18 months.
- Of those not looking to expand, the majority have no intention to expand, with some indicating that there is too much crime to consider expanding.
- The key things City of Palmerston could do to improve the likelihood of expansion include improving security/reducing crime, improving availability of suitable premises/land, and creating an environment for consistent business growth including continued population growth, more affordable rent and attracting trained staff.

Key Business Supports

- The key top-of-mind supports for business the City could provide include reducing crime, ensuring that local suppliers are preferred, and lower costs through reduced rent and fees.
- When prompted the most useful supports for business include improving public safety and security and reduce crime, listing businesses in local directories and government websites to improve exposure, and assisting businesses to obtain grants or tax incentives to boost investment.







METHODOLOGY



Background

The City of Palmerston engaged Action Market Research to undertake a survey with local businesses in the Palmerston area to understand the challenges that businesses are experiencing and their support needs. The aim of the survey was to address the priorities of the Palmerston Local Economic Plan (PLEP).

The questionnaire was developed by Action Market Research (AMR) in collaboration with the City of Palmerston and was finalised and approved on Wednesday, 6 March 2024.



Target Audience

Respondents included current business owners or key decision makers who operate within the City of Palmerston. Additional sample aimed to target business owners (or key decision makers) who operate outside of the City of Palmerston region, but who previously operated within or would consider relocating to CoP.



Analysis & Reporting

The results are reported in frequencies and, where relevant, NET scores. NET scores are calculated by subtracting the proportion of scores 0-4 from the proportion of scores 6-10 to determine whether the result is mostly positive or mostly negative. Summarised key findings specific to Palmerston are highlighted and called out in the data. Where appropriate, data is analysed to compare results between businesses within the City of Palmerston and businesses outside of the City of Palmerston. This is indicated using symbols (refer to the Legend on relevant pages). Survey questions and base sizes can be found in the footer of each page.

SAMPLE



Telephone Interviewing

AMR commenced telephone interviewing with businesses in the City of Palmerston area and surrounds on Tuesday, 12 March 2024.

A total of n=125 interviews were completed by telephone, made up of n=100 businesses within the City of Palmerston area and n=25 outside the City of Palmerston area.

The average interview length was 25.7 minutes.



Client Sample

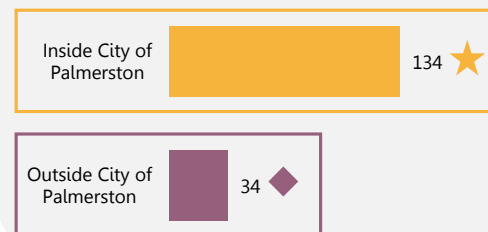
The City of Palmerston undertook a mail-out to 2,000 randomly selected businesses using the Australian Business Register, and businesses were invited to participate via a QR Code to an online version of the survey.

In addition, the City undertook promotion of the online survey via email, website and social media to boost participation.

A total of 43 interviews were completed, made up of 34 businesses within the City of Palmerston area and n=9 outside the City of Palmerston area.

The average interview length was 24.7 minutes.

Inside City of Palmerston vs Outside City of Palmerston



Fieldwork Period

Interviews were undertaken between 11th March and 5th April 2024.

Confidence Interval

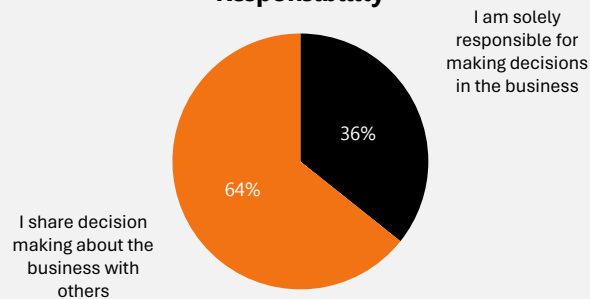
A total of 168 interviews provides a confidence interval of +/- 7.3% when reporting on the total outcome.



DEMOGRAPHICS

DEMOGRAPHICS

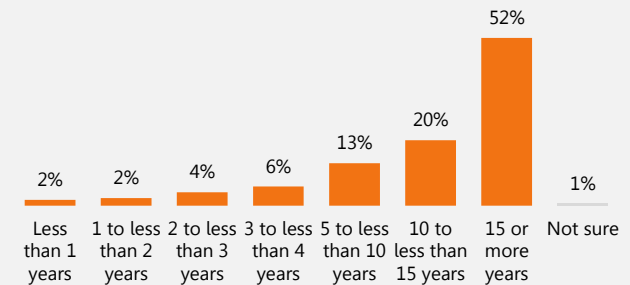
Decision-making Responsibility



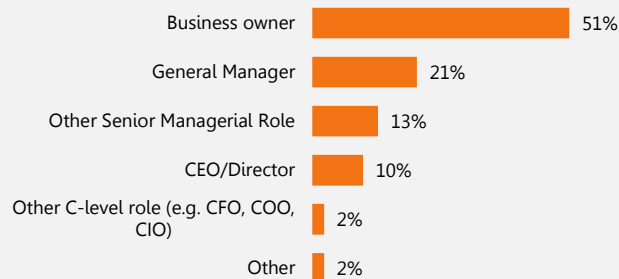
Industry



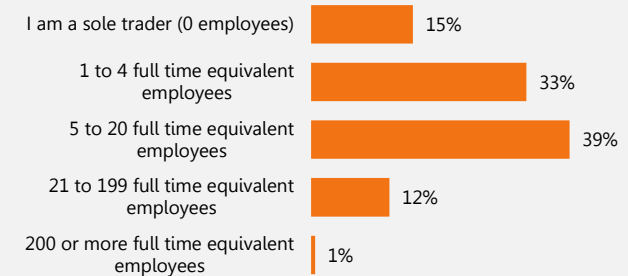
Business Tenure



Role Within The Business



Full-Time Employees



A1. Which of the following best describes your role within the business? Base: Total, n=168
 A2. Which of the following best describes your role within the business? Base: Total, n=168
 Z1. For how many years has your business been operating? Base: Total, n=168
 Z2. How many full-time employees does your business employ? Base: Total, n=168
 Z3. Which of the following industries does your business operate within? Base: Total, n=168



CURRENT ECONOMIC CLIMATE

Unemployment Rate

Australia
3.7%

N.T.
4.4%

NT unemployment rate is low and tracking below the 10-year average.

ABS Labour Force Figures, February 2024

Interest Rates

4.35%

While have been stable in 2024, interest rates remain at the highest point since November 2011.

RBA Cash Rate, March 2024

Inflation

3.4%

Inflation remains above the RBA's target range of 2-3%.

ABS Monthly CPI Indicator, February 2024

NT Petrol Prices

\$1.95/l

Current average petrol prices in the NT are on the rise, up from \$1.85 in January 2024.

PetrolSpy, Unleaded 91, April 2024

Australian Dollar

\$0.65c
(USD)

The Australian Dollar has been below \$0.70c USD since January 2023

Trading Economics AUD, April 2024

Stock Market (ASX)

7,802

The ASX recording strong performance in 2024, up 8% year on year.

ASX, April 2024

LOOKING AHEAD TO THE NEXT 12 MONTHS

Confidence in Climate for Doing Business in City of Palmerston for the Next 12 Months

■ Confident (6-10) ■ Neutral (5) ■ Not confident (0-4)



+10
NET

Likelihood of Improvement in Business Performance in Next 12 Months

■ Confident (6-10) ■ Neutral (5) ■ Not confident (0-4)



+36
NET

Likelihood of a Major Purchase in the Next 12 Months

■ Confident (6-10) ■ Neutral (5) ■ Not confident (0-4)



-6
NET



12 Month Outlook



+10 NET
Confidence that
business will improve



+36 NET
Positivity that there will
be an improvement in
business performance



-6 NET
Likelihood of a major
purchase

Confidence that the climate for doing business will improve in the next 12 months is positive (+10 NET), indicating that there are more businesses who are confident in the climate for doing business in City of Palmerston than there are businesses who are not confident that the climate for doing business will improve. Similarly, businesses are also confident that there will be a positive improvement in business performance in the next 12 months (+36 NET).

Conversely, that likelihood that businesses will make a major purchase is negative (-6 NET), indicating that there are fewer businesses who are looking to make a major purchase in the next 12 months. However, there remain two-fifths of businesses that indicate they are intending to make a major purchase.

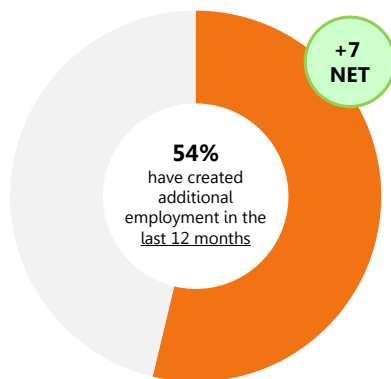
B1. How confident are you that the climate for doing business in your area will improve over the next 12 months? Base: Inside CoP, n=134

B2. How likely is it that there will be a significant positive improvement in the performance of your business in the next 12 months? Base: Inside CoP, n=134

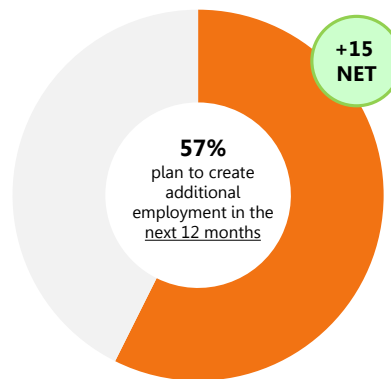
B3. How likely is it that your business will make a major purchase in the next 12 months, such as office equipment, motor vehicles, commercial real estate or some other significant purchase? Base: Inside CoP, n=134

EMPLOYMENT CREATION & INTENTIONS

Have Created Additional Employment in the Last 12 Months



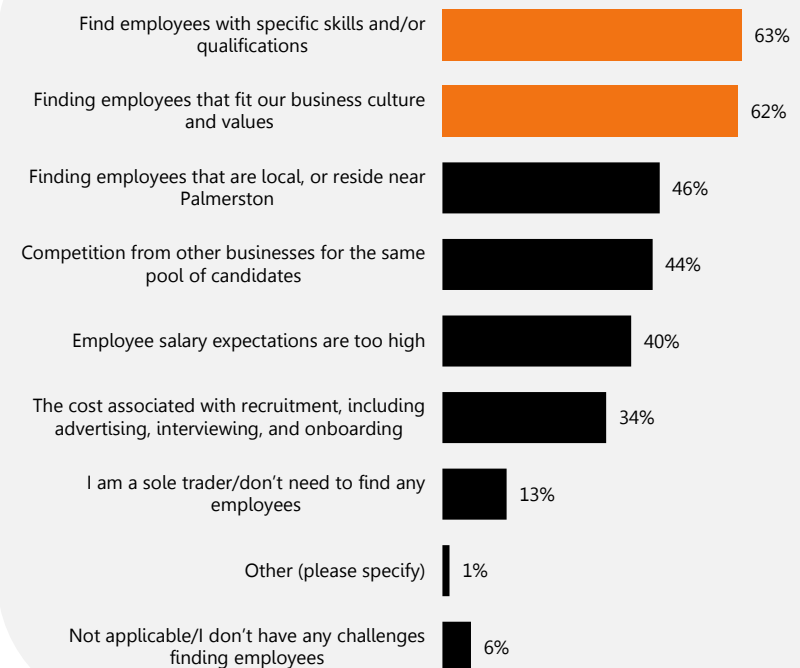
Intention to Create Additional Employment in the Last 12 Months



Positivity towards the next 12 months is also highlighted in employment creation and intentions. The NETs show that more businesses have created additional employment in the past 12 months than not (+7 NET) and that there are more businesses intending to create additional employment than not in the next 12 months (+15 NET).

Finding employees with specific skills/qualifications and finding employees to fit the business culture are the biggest challenges businesses in Palmerston are facing in creating additional employment.

Challenges in Finding Employees



B4. In the last 12 months, have you created any additional employment including hiring additional employees or overtime for your current employees? Base: Inside CoP, n=134

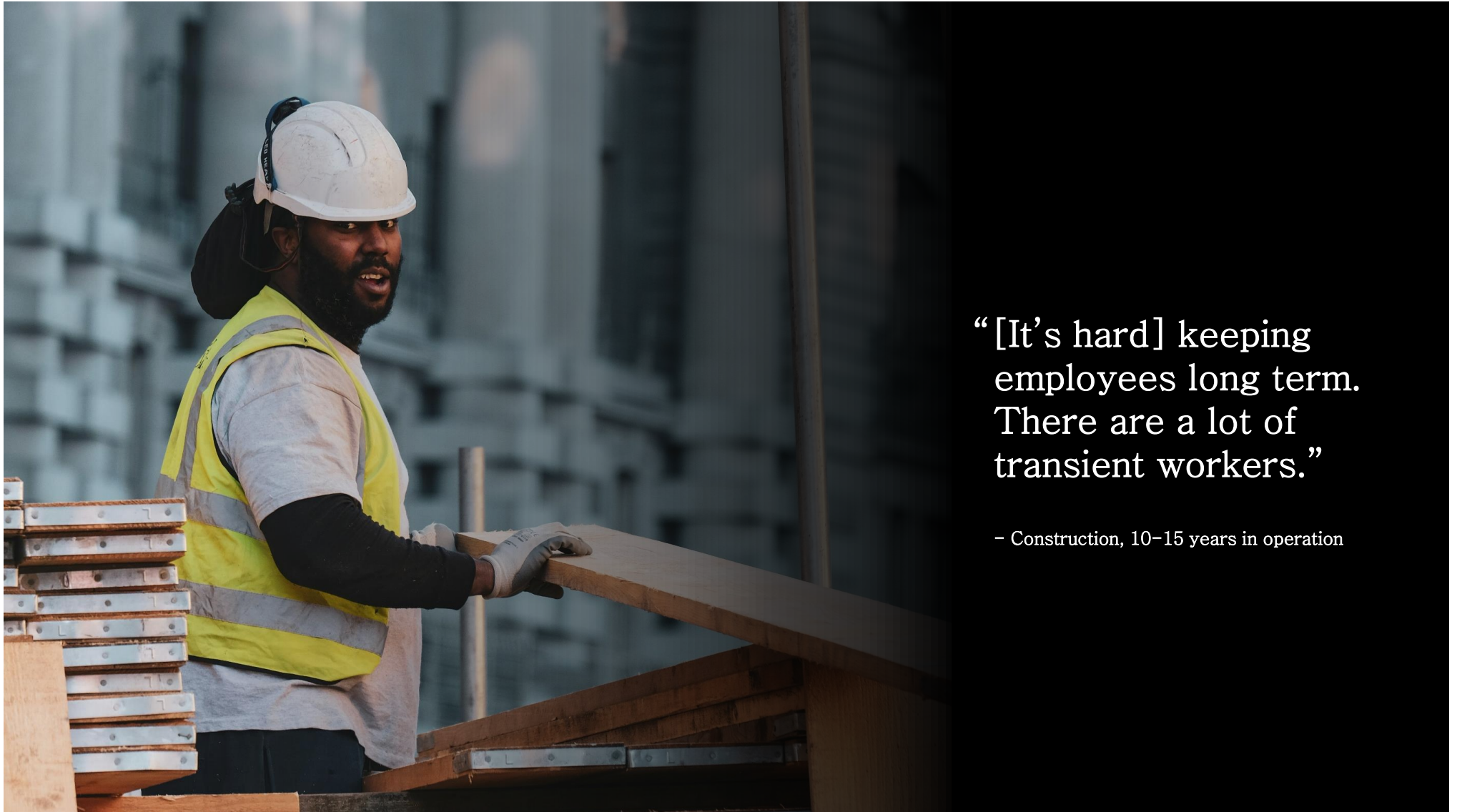
B5. In the next 12 months, are you likely to take on any additional employees in your business, or create any additional overtime? Base: Inside CoP, n=134

B6. Below are a range of possible challenges your business faces in finding employees. Base: Inside CoP, n=134



“There are a lot of
people who do not
want to work.”

- Manufacturing, 15+ years in operation



“[It’s hard] keeping employees long term. There are a lot of transient workers.”

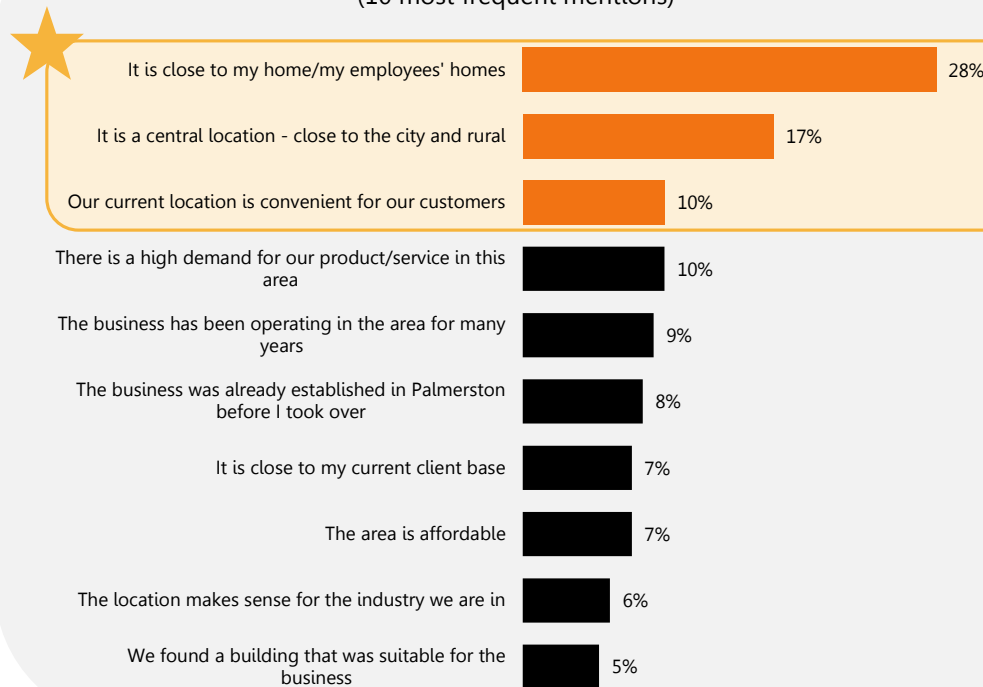
– Construction, 10–15 years in operation



**STRENGTHS & BENEFITS OF OPERATING
FROM CITY OF PALMERSTON**

WHY CHOOSE PALMERSTON?

Top of Mind Reasons for Operating From the City of Palmerston (10 most frequent mentions)



The top 3 mentions for reasons why the business chose to operate out of Palmerston relate to location.

When asked to consider the reason they decided to operate their business from City of Palmerston, top of mind for business owners tended to be location.

The most frequent mention was because the owner lives in Palmerston and/or is in close proximity for employees (28%), followed by Palmerston being a central location suited to both city and rural customers (17%) and general convenience for customers (10%).

Other mentions included a high demand in that area (10%) and that the location was close to the business' current client base (7%), is affordable (7%) and the location is suitable for the industry of the business due to facilities/other businesses in the area (6%).

C1. Why do you operate from the City of Palmerston area? What are the key things that made you choose this as a location to operate from? Base: Inside CoP, n=134



“I think it is a central location for our business. The location is not in the city, but it is also not rural. We have work in both directions, both rural and city central, so it works well for us.”

- Construction, 10-15 years in operation

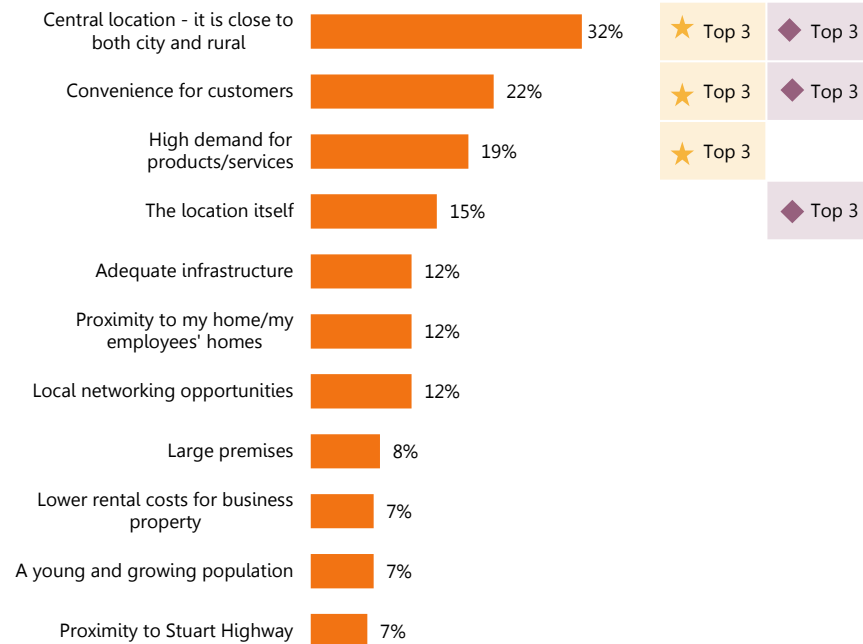


“[There’s] high exposure and high traffic; we're on the road between Darwin and Palmerston.”

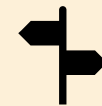
- Retail, More than 15 years in operation

TOP OF MIND BUSINESS STRENGTHS OF CURRENT LOCATION

Top of Mind Strengths of City of Palmerston (Top 10 most frequent mentions)



Top 4 Overall Strengths of City of Palmerston



Central location – close to both city and rural areas



Convenience and easy access for customers



High demand for products/services in this area



The location itself is good

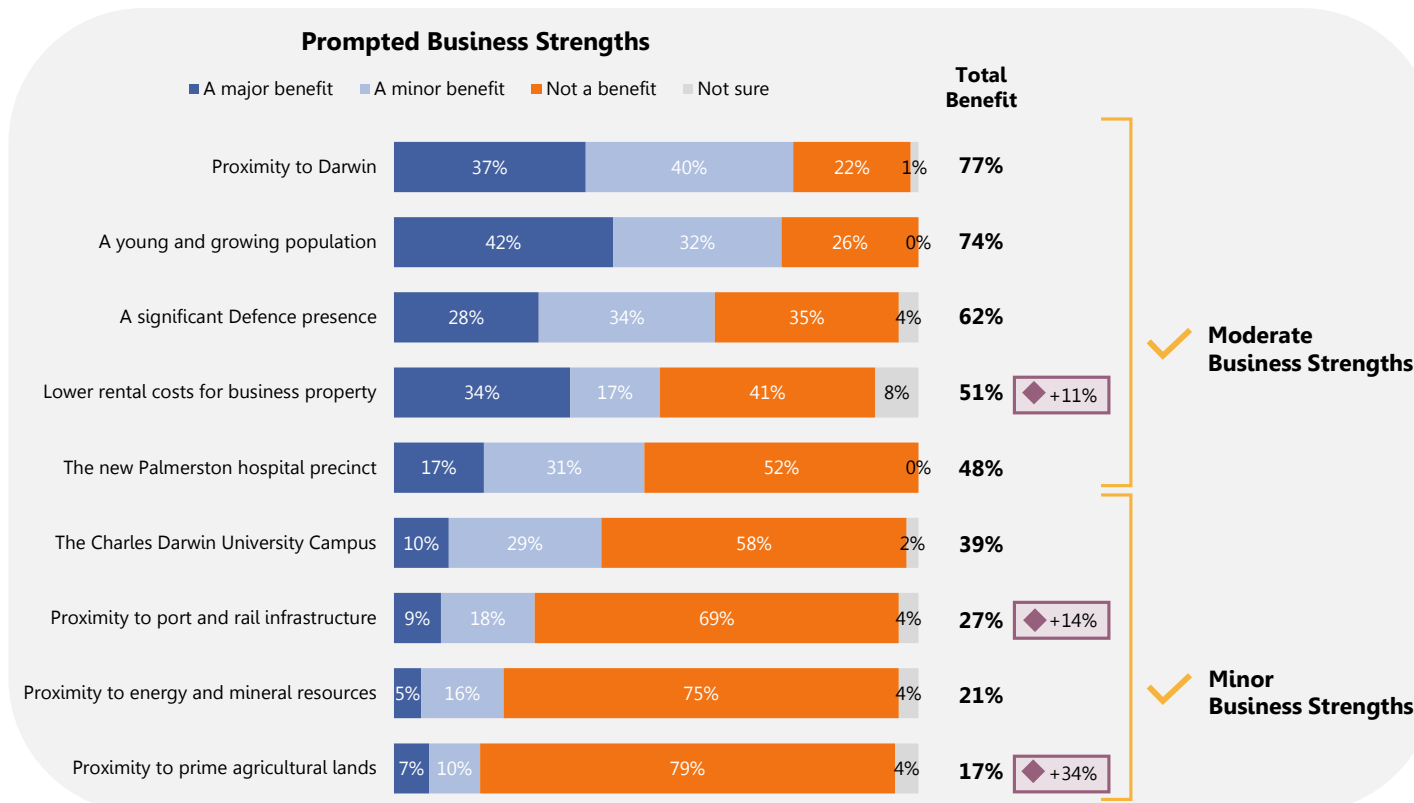
When asked to list the top three strengths of operating from the City of Palmerston, when aggregated, the most common strength was the business' central location (32%), followed by convenience for customers (22%) and a high demand for products/services in that area (19%).

The order of mention is also important to consider what is truly top of mind. For businesses **Inside City of Palmerston**, among first mentions, the top three were central location, convenience for customers, and high demand for products/services. Top three first mentions were similar for businesses **Outside City of Palmerston** when asked what they consider to be the top three strengths of operating from their *current location*, however, did not include a high demand for product/services or proximity to home.

C2. Thinking about your business and the area in which it operates, what do you believe are the key strengths or benefits of operating from that location? Base: Inside CoP, n=134

Inside City of Palmerston ★ Outside City of Palmerston ◆

PROMPTED BUSINESS STRENGTHS OF CITY OF PALMERSTON



Respondents were also asked to rate the degree to which particular aspects of their location were considered a benefit to their business.

For businesses **Inside the City of Palmerston**, the proximity to Darwin was considered the greatest strength (76% total benefit), followed by a young and growing population (74% total benefit) and a significant Defence presence (61% total benefit).

Comparatively, businesses **Outside the City of Palmerston** were more likely to benefit from lower rental costs (+11% difference), proximity to port and rail infrastructure (+14% difference) and proximity to prime agricultural lands (+34% difference).

C3. I am going to read out some potential things that other businesses have indicated are beneficial to them operating from a similar location. For each, please indicate whether this is a major benefit, a minor benefit or not a benefit for your business. Base: Inside CoP, n=134

Inside City of Palmerston ★ Outside City of Palmerston ◆

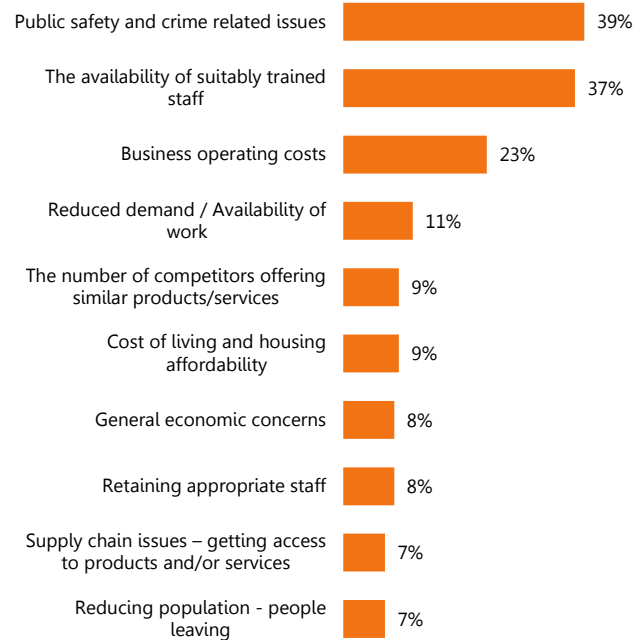




CURRENT BUSINESS CHALLENGES

TOP OF MIND BUSINESS CHALLENGES

Top of Mind Challenges of City of Palmerston (10 most frequent mentions)



First Mention



Top 4 Overall Challenges of Current Location



Public safety and crime-related issues



Availability of suitably trained staff



Business operating costs



Reduced demand and/or availability of work

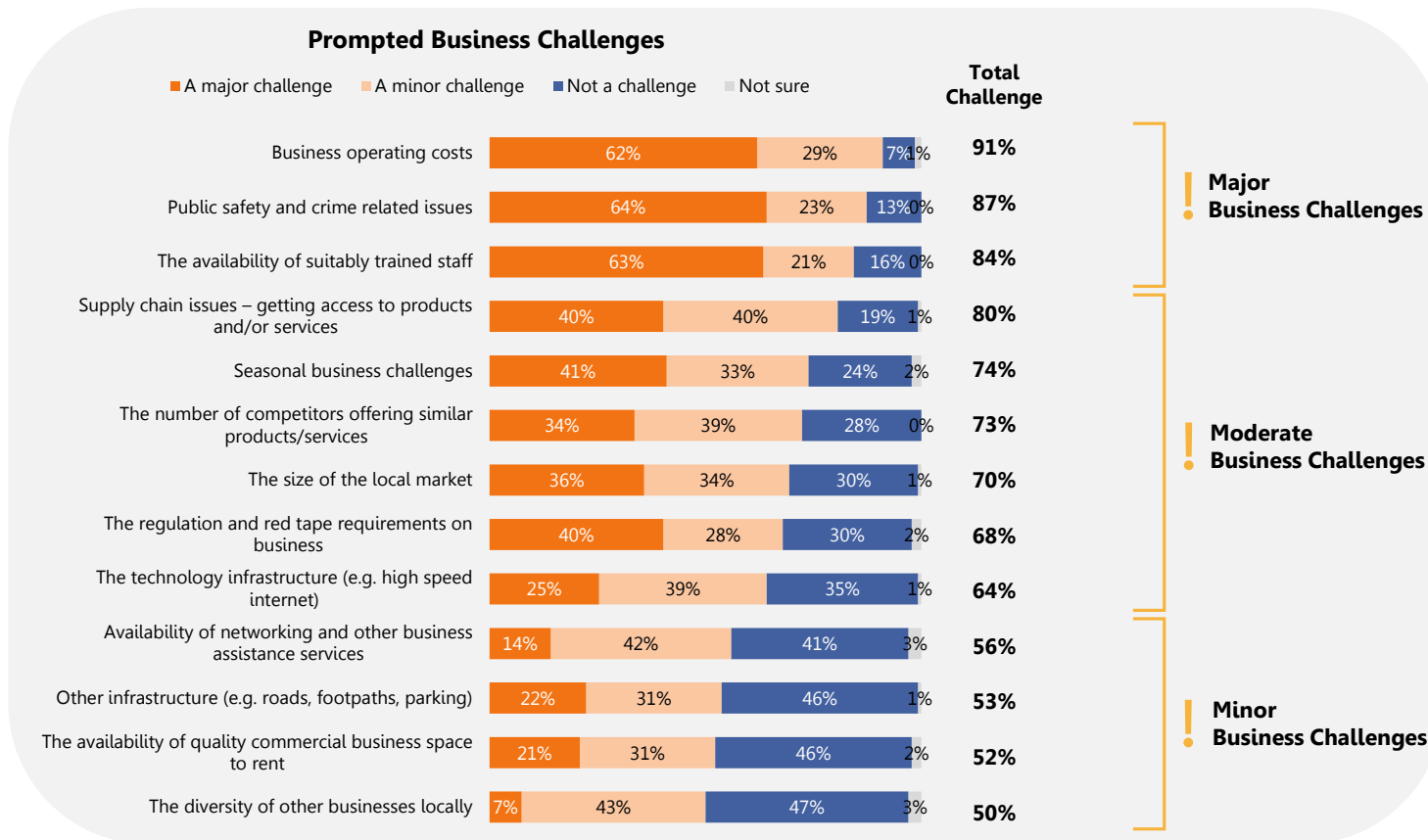
When asked to list the top three challenges for their business, the most common challenge was public safety and crime-related issues (39%), followed by the availability of suitably trained staff (37%) and business operating costs (23%).

The top two challenges are common among both businesses **Inside the City of Palmerston** and those **Outside the City of Palmerston**.

C4. Thinking about your business and the area in which it operates, what do you consider to be the top three challenges for your business today? Base: Inside CoP, n=134

Inside City of Palmerston ★ Outside City of Palmerston ▲

PROMPTED BUSINESS CHALLENGES



When prompted with a list of possible business challenges, the **key major challenges** faced by business relate to:

- Business operating costs (62% major challenge).
- Public safety and crime related issues (64% major challenge).
- The availability of suitably trained staff (63%).

Other moderate challenges relate to:

- Supply chain issues (40% major challenge).
- Seasonal business challenges (41% major challenge).
- Regulation and red tape requirements on business (40% major challenge).
- The size of the local market (36% major challenge).
- Number of competitors offering similar products/services (34%).

C5. I am going to read out some challenges that businesses can face. For each, please indicate whether this is a major challenge, a minor challenge or not a challenge for your business today. Base: Inside CoP, n=134

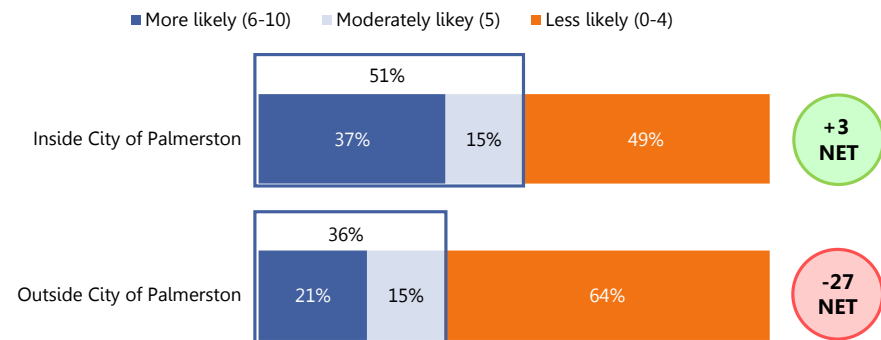


BUSINESS EXPANSION

LIKELIHOOD TO EXPAND



Business Expansion Intention in City of Palmerston



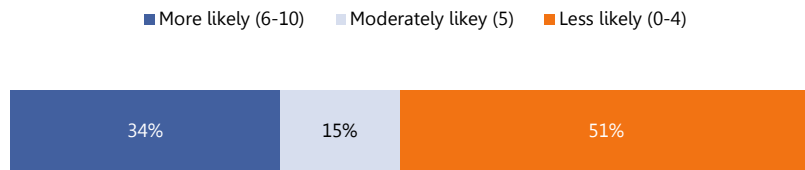
The majority of businesses located **Inside the City of Palmerston** have intentions to expand within the City (51% likely).

Of those businesses currently located **Outside the City of Palmerston**, just over a third have intentions to expand within the City (36%).

C6. How likely would you be to expand your business into the City of Palmerston? Base: Inside CoP, n=134; Outside CoP, n=34

MORE LIKELY TO EXPAND WITHIN THE CITY OF PALMERSTON

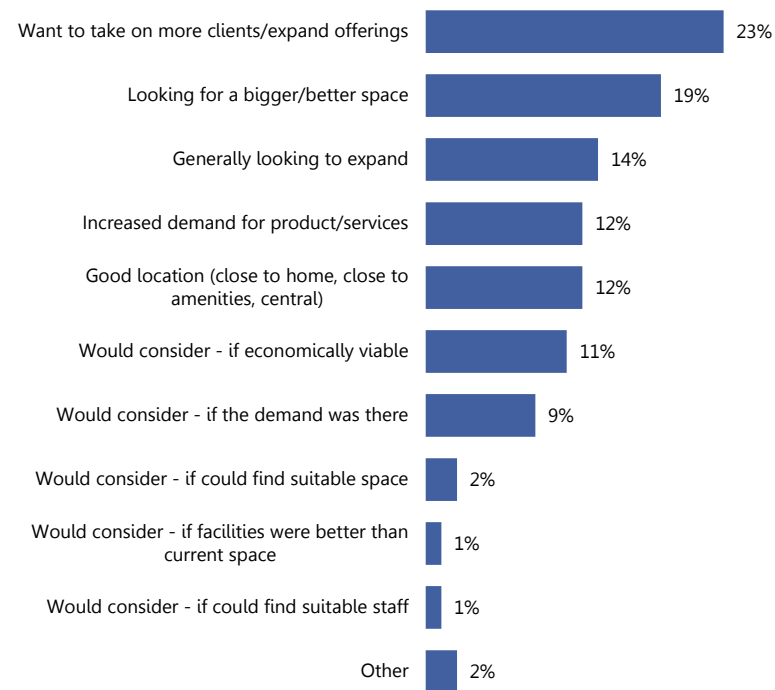
Business Expansion Intention in City of Palmerston (Total)



Overall, there are just under half who are intending to expand into the City of Palmerston.

Of those who are likely to expand within the City of Palmerston, their key reasons for doing so relate to growing their business through taking on new clients and/or expanding their service offering (23%), or expanding by moving into a larger or better business premises (19%).

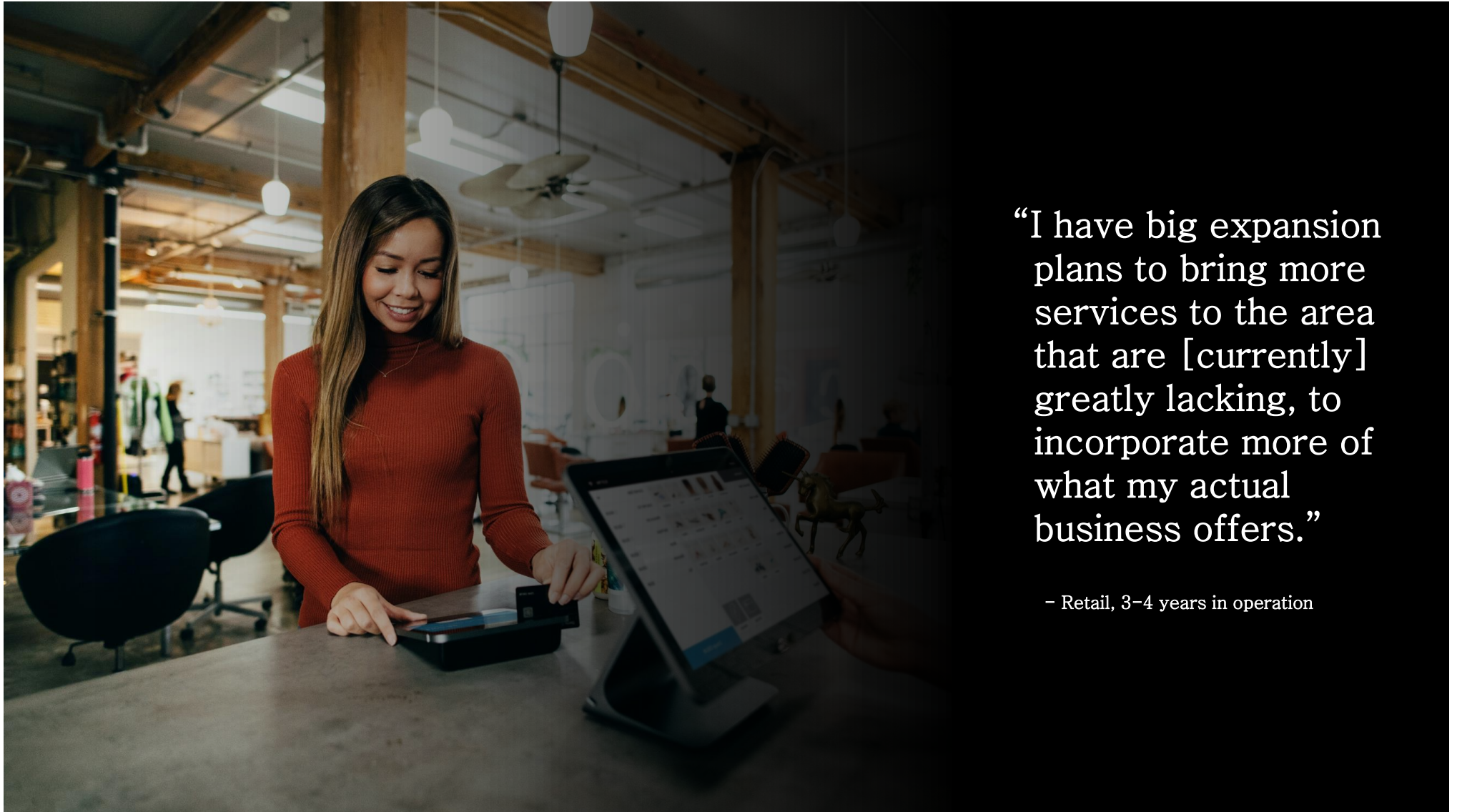
Reasons for Likelihood of Expanding into City of Palmerston



C6. How likely would you be to expand your business into the City of Palmerston? Base: Total, n=168

C7. You mentioned that you are not likely/likely to expand your business in the City of Palmerston. Why is that? Base: Likely to expand (5-10/10), n=81

Inside City of Palmerston ★ Outside City of Palmerston ◆



“I have big expansion plans to bring more services to the area that are [currently] greatly lacking, to incorporate more of what my actual business offers.”

- Retail, 3-4 years in operation



“I want to keep my business close to where I live. We hope to gain more work in Palmerston and even with City of Palmerston.”

- Other services, 2-3 years in operation

LESS LIKELY TO EXPAND WITHIN THE CITY OF PALMERSTON

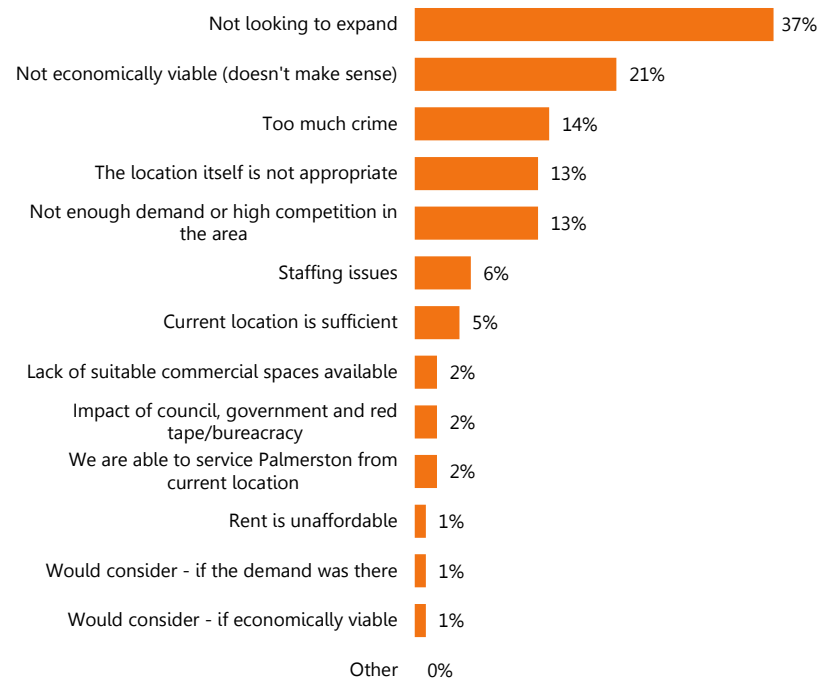
Business Expansion Intention in City of Palmerston (Total)

■ More likely (6-10) ■ Moderately likely (5) ■ Less likely (0-4)



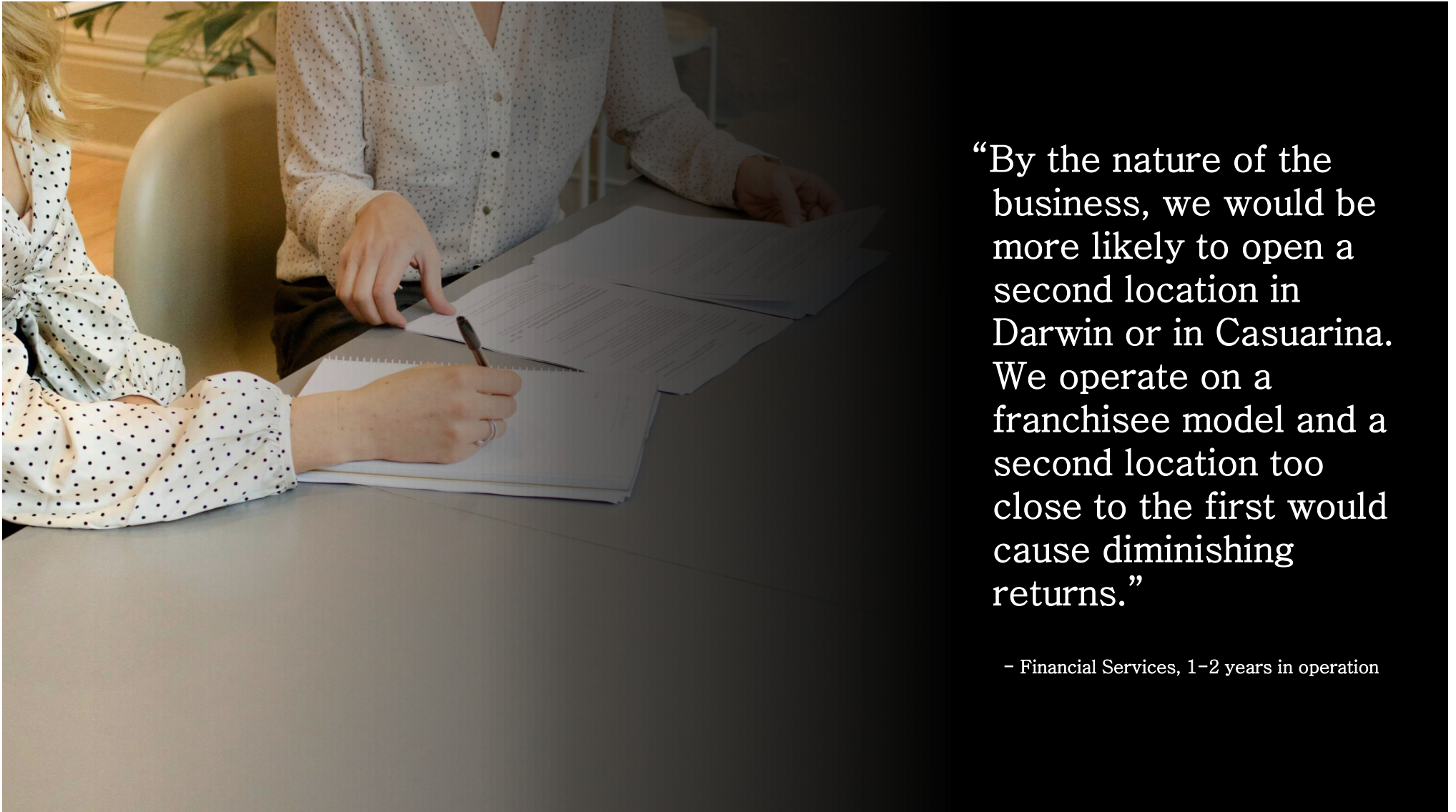
Of those who are not intending to expand, their key reasons relate to not having an intention to expand generally (37%), or it not being economically viable to do so (21%). Crime is also considered a key barrier to business wanting to expand within the City (14%).

Reasons for Not Likely to Expand into City of Palmerston



C6. How likely would you be to expand your business into the City of Palmerston? Base: Total, n=168

C7. You mentioned that you are not likely/likely to expand your business in the City of Palmerston. Why is that? Base: Not likely to expand (0-4/10), n=86



“By the nature of the business, we would be more likely to open a second location in Darwin or in Casuarina. We operate on a franchisee model and a second location too close to the first would cause diminishing returns.”

- Financial Services, 1-2 years in operation

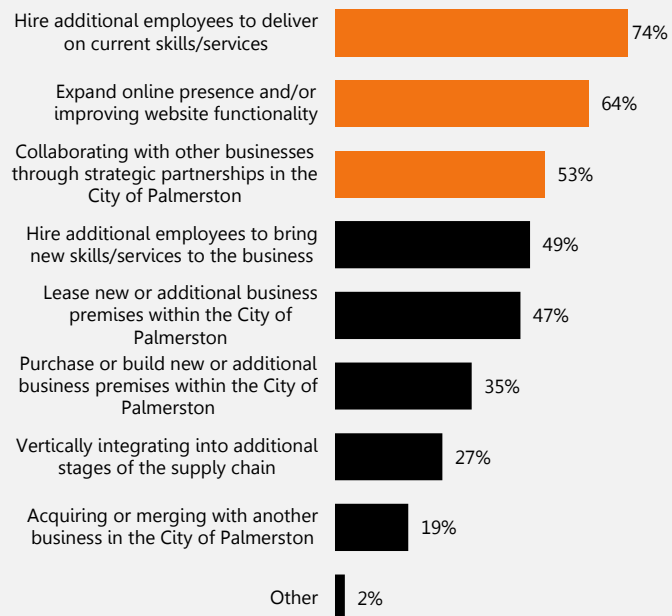


“I’m better off working from home. There’s a lack of affordable locations to have an office space in the Palmerston region.”

– Admin & Support Services, 5–10 years in operation

PLANS OF EXPANSION

Plans to Expand Within City of Palmerston

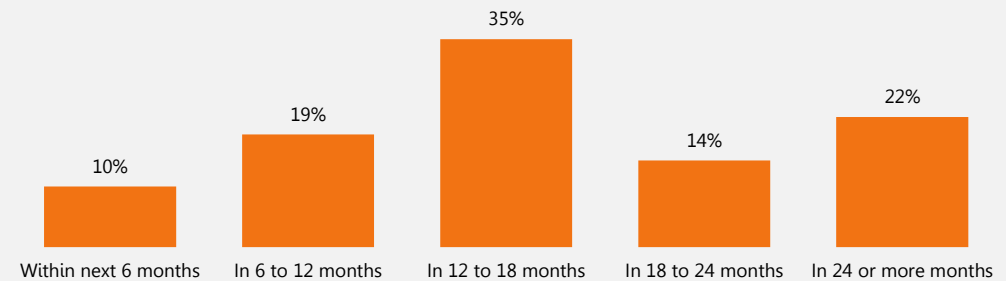


Of those businesses intending to expand, their main expansion plans relate to **hiring additional employees to deliver current services** (fewer businesses are interesting hiring additional employees to deliver new services).

Additionally, businesses will be **expanding online presence** and **wanting to build strategic partnerships** with other local businesses within the City of Palmerston.

The majority of these businesses are intending to expand within the next 12-18 months.

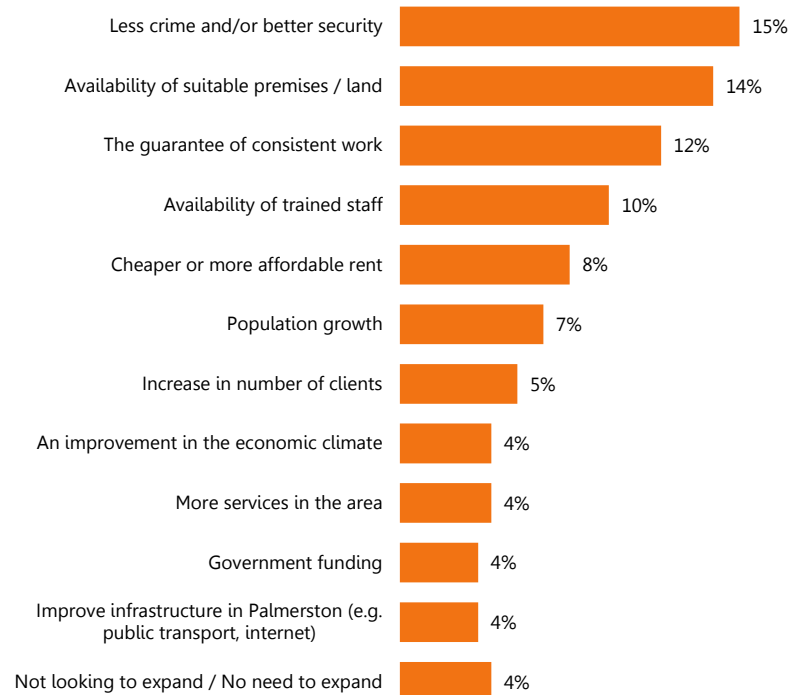
Timeline of Expansion



C8. In which of the following ways will your business expand within the City of Palmerston? Base: Likely to expand (5-10/10), n=81
C9. In what timeframe would you be looking to expand [into / further in] the City of Palmerston? Base: Likely to expand (5-10/10), n=81

KEYS TO FURTHER EXPANSION

Top of Mind Business Needs for Expansion (Top 12 mentions)



Top 5 Business Needs for Expansion



Less crime and/or better security



Availability of suitable premises/land



The guarantee of consistent work



Availability of trained staff



Cheaper or more affordable rent

To encourage greater expansion within the City of Palmerston, businesses would like there to be less crime and/or better security (15%), greater availability of suitable premises/land (14%), and the guarantee of consistent work (12%).

To support consistent work, there needs to be a greater pool of available and trained employees, which may be supported by an increase in the local population.

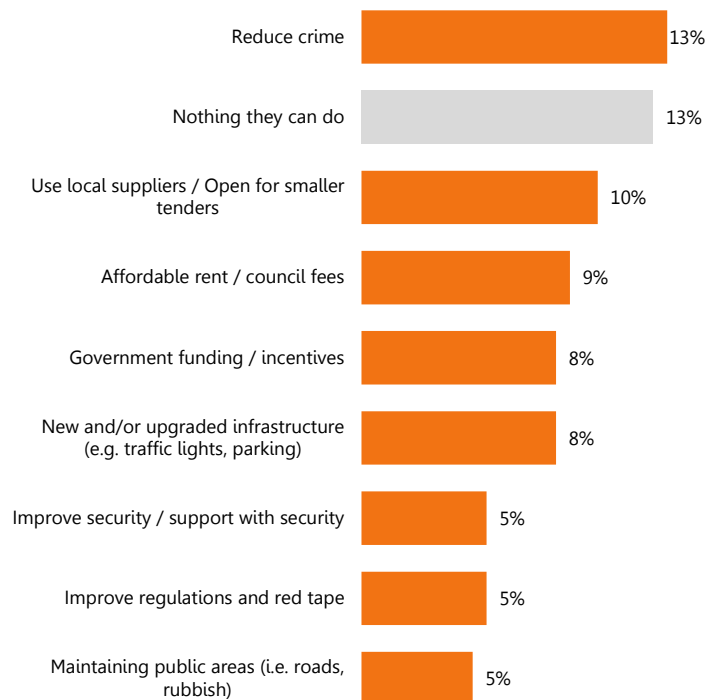
C10. Thinking about expansion [into / further in] the City of Palmerston, what is the key thing that would need to happen for this expansion to occur? Base: Total, n=168



BUSINESS SUPPORT PRIORITIES

BUSINESS SUPPORT

Top of Mind Support for Businesses (Top 9 mentions)



★ +7%



Top 5 Top of Mind Business Supports from City of Palmerston



Reduce crime



CoP use local suppliers / open for smaller tenders



Affordable rent and/or council fees



Government funding / incentives



New / upgraded infrastructure

The most frequently mentioned support for businesses was reducing crime (13%), followed by using local suppliers/contractors to perform required work (10%) and helping to make rent and council rates more affordable (9%).

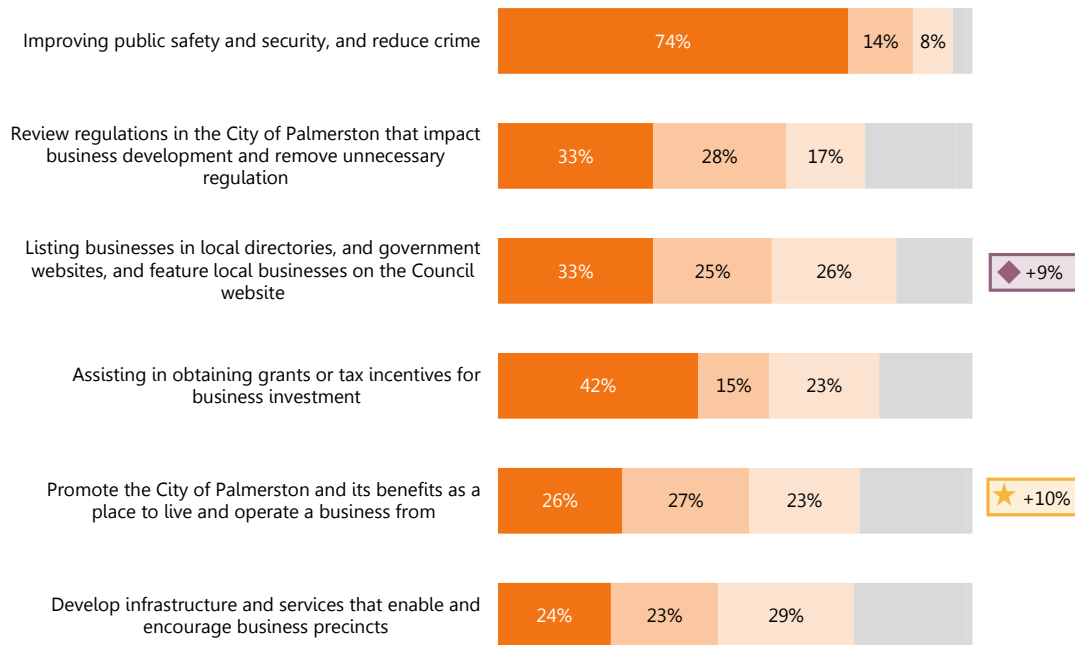
A further 13% of business indicated that there wasn't anything the City of Palmerston could do to better support them.

D1. In what ways could the City of Palmerston better support your business? Base: Total, n=168

BUSINESS SUPPORT USEFULNESS

Top 6 Most Useful Business Supports

Extremely useful Very useful Somewhat useful



Top 3 Useful Business Supports



Improving public safety and security, and reduce crime



Review regulations in the CoP that impact business development and remove unnecessary regulation



Assisting in obtaining grants or tax incentives

The top six most useful business supports have been ranked based on NET Usefulness (Extremely useful + Very useful).

Improving public safety and security is seen as the most useful support for businesses (88% NET Usefulness), followed by reviewing regulations that impact business development (61% NET Usefulness) and listing businesses in local directories or council website (58% NET Usefulness).

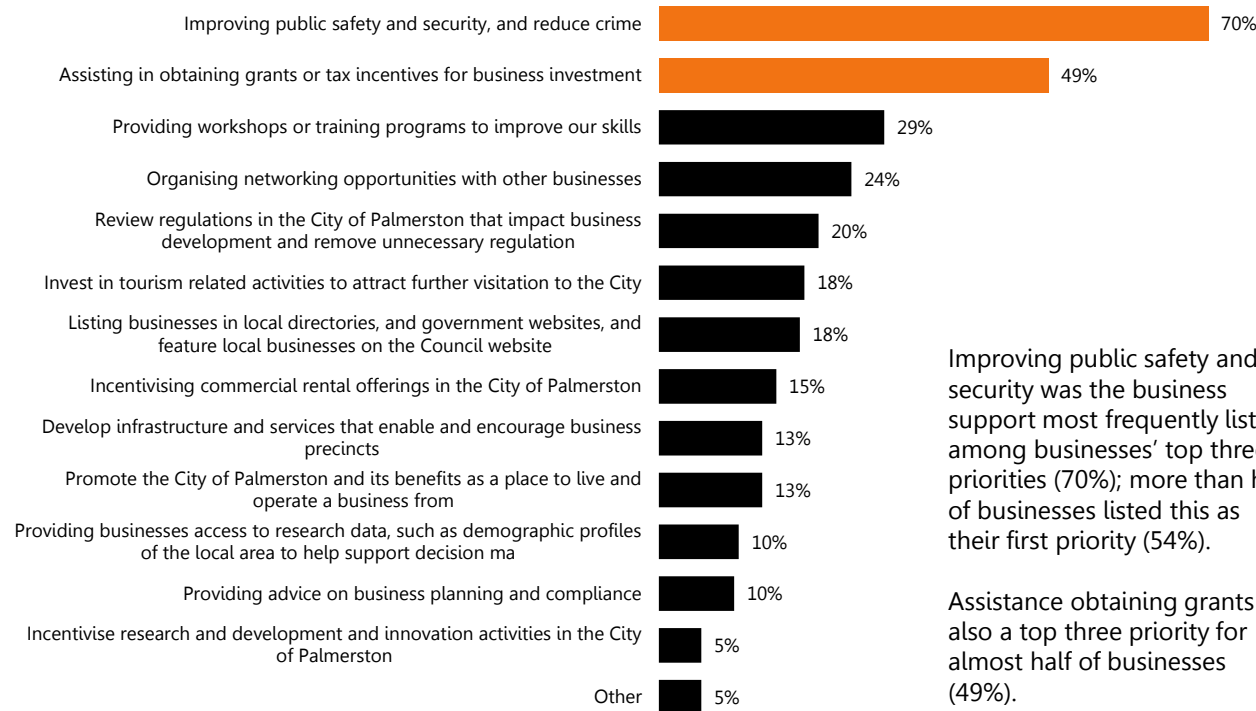
Understandably, businesses **Inside the City of Palmerston** were more likely to find the promotion of City of Palmerston useful than businesses Outside City of Palmerston.

D2. I am going to read out some possible business support services that the City of Palmerston could provide your business. For each, please indicate whether this would be extremely useful, very useful, somewhat useful, or not at all useful to your business. Base: Total, n=168

Inside City of Palmerston ★ Outside City of Palmerston ◆

PRIORITIES FOR BUSINESS SUPPORT

Priority Business Support



Improving public safety and security was the business support most frequently listed among businesses' top three priorities (70%); more than half of businesses listed this as their first priority (54%).

Assistance obtaining grants is also a top three priority for almost half of businesses (49%).



Top 5 Priorities for Business Support



Improving public safety and security, and reduce crime



Assisting in obtaining grants or tax incentives



Providing workshops or training programs to improve our skills



Organising networking opportunities with other businesses



Review regulations in the CoP that impact business development and remove unnecessary regulation

D3. Out of those business support services we just went through, which of those do you think should be the highest priority for the City of Palmerston to focus on? And second? And third? Base: Total, n=168

WHAT SUPPORTS ARE USEFUL AND SHOULD BE PRIORITISED?



Improving public safety and security, and reduce crime



Assisting in obtaining grants or tax incentives



Review regulations in the CoP that impact business development and remove unnecessary regulation

When considering supports that are considered both useful and a priority for businesses within the City of Palmerston, these are:

- Improving public safety and security, and reduce crime.
- Assisting in obtaining grants or tax incentives.
- Review regulations in the CoP that impact business development and remove unnecessary regulation.

This helps to highlight a difference between the 'nice to haves' and the 'must haves' when it comes to support for businesses.

D2. I am going to read out some possible business support services that the City of Palmerston could provide your business. For each, please indicate whether this would be extremely useful, very useful, somewhat useful, or not at all useful to your business. Base: Inside CoP, n=134

D3. Out of those business support services we just went through, which of those do you think should be the highest priority for the City of Palmerston to focus on? And second? And third? Base: Inside CoP, n=134



COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Palmerston Local Economic Plan 2021 - 2031 Update
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	City Activation Manager, Matthew McNamara
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

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 of the Palmerston Local Economic Plan 2021-2031.

KEY MESSAGES

- The Palmerston Local Economic Plan was released in 2021.
- The Palmerston Local Economic Plan 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.
- Key actions in the Palmerston Local Economic Plan have been prioritised as they have been identified as actions that would inform other future actions.
- This report provides an update and overview of these priority actions.
- The Vibrant Economy Advisory Committee recommended two key actions at the meeting of 27 March 2023.
- The development of the Invest Palmerston website is a crucial step in promoting economic growth and attracting investment to Palmerston.
- The business survey has provided valuable insights into the needs and challenges faced by local businesses, guiding future support and strategy.
- The actions taken so far lay a robust foundation for achieving the medium-term and long-term goals of the Palmerston Local Economic Plan.

RECOMMENDATION

THAT Report entitled Palmerston Local Economic Plan 2021 - 2031 Update be received and noted.

BACKGROUND

Council endorsed the development of an economic development website and business survey activities as the priority focus for work towards actions contained in the Palmerston Local Economic Plan (PLEP). At the 2nd Ordinary Council meeting of 18 April 2023 the following Council decision was made:

13.1.1 Vibrant Economy Advisory Committee Minutes – 27 March 2023

Moved: Councillor Fraser

Seconded: Deputy Mayor Morrison

3. THAT Council endorses the recommendations from the Palmerston Vibrant Economy Advisory Committee meeting held on 27 March 2023, being:

- *Priority Actions - Palmerston Local Economic Plan*
 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.

CARRIED 10/799 – 18/04/2023

Council's Community Satisfaction surveys have previously identified that the Palmerston community highly rated 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.'

When 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 report seeks to update Council on the progress of actions in Palmerston Local Economic Plan 2021-2031.

DISCUSSION

The Palmerston Local Economic Plan (PLEP), launched in 2021, aimed to set a comprehensive framework for economic growth and development in Palmerston. With a series of strategic actions segmented into short-term, medium-term, and long-term goals, the plan has made progress, particularly with its short-term actions.

The focus of the first two years of the plan was altered by the impacts of the pandemic. Investment in the economic boost program "My Palmerston" which saw Council support local business became an immediate priority to keep stores open. Actions like investing in tree planting, verge maintenance and further development of green corridors in Palmerston were actioned and are ongoing. Internally, an economic development position was created, and Council became members of the peak body- Economic Development Australia.

Following the establishment in 2023 of the Vibrant Economic Advisory Committee (VEAC) a new prioritisation of the actions of the plan were established that reflected the needs of 2023/2024.

The Vibrant Economy Advisory Committee recommended, and Council endorsed two (2) priority actions:

- the development of a website to support and promote Economic Development within Palmerston; and

- to conduct a business survey of businesses located within Palmerston.

Website Development

One of the key actions endorsed by Council, as recommended by VEAC in 2023, was the development of a website to support and promote Economic Development within Palmerston. The website's creation and subsequent implantation have been pivotal in laying the groundwork for future economic activities and providing resources to local businesses and potential investors.

The implementation of the website is instrumental in achieving several key objectives outlined in the PLEP:

- Develop a suite of communications and marketing materials to showcase Palmerston and promote a unique selling proposition for residents.
- Develop an awareness campaign of business and industry opportunities and benefits in the City of Palmerston.

Whilst these objectives are still in their relative infancy, the website is the beginning of working towards these goals. It lays a robust foundation for future initiatives aimed at promoting Palmerston's economic growth and enhancing its appeal to businesses and residents.

As noted in the Palmerston Local Economic Plan, 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.

The website, known as [Invest Palmerston](#), was developed with three (3) key phases in mind, each designed to progressively enhance its functionality and user engagement.

Launched in May 2024, this initial phase of the Invest Palmerston website focuses on providing a comprehensive overview of Palmerston's economic landscape. This initial rollout features essential information about investment opportunities, economic advantages, and Palmerston's value proposition as an area to do business. The primary goal of this phase is to attract attention from potential investors by showcasing Palmerston's strategic location, economic initiatives, and business-friendly environment. By highlighting these key elements, the website aims to establish Palmerston as an attractive designation for business investment and growth.

The second phase of the website's development will focus on offering detailed, actionable information to support business decision-making. During this phase, the website will be enhanced with features such as contact details for Council's Economic Development staff, business planning tools, information about incentive programs, and potential information on available properties in Palmerston. These additions will make it easier for potential investors and local businesses to access the resources they need to thrive. The focus will be on providing tangible, practical information that can assist businesses in making informed decisions about investing and operating in Palmerston.

The final phase of the website's development will emphasise improving interactivity and the overall user experience. This phase, whilst still under consideration, may introduce features such as an interactive business directory and tools for direct engagement with Council resources. These enhancements will ensure that the website can evolve and expand its functionalities in response to user needs and feedback, fostering a dynamic online community for Palmerston's economic stakeholders. By prioritising user interaction, this phase aims to create a more engaging and supportive environment for businesses and investors, facilitating better communication and collaboration within the business community.

The successful implementation of the Invest Palmerston website represents the completion of one of the short-term actions of the PLEP. The website will continue to serve as an important pillar in the City's economic development strategy. Continuous updates and enhancements, based on user feedback, will ensure that it remains a relevant and effective tool for promoting economic growth and supporting the local business community.

Business Survey

The second key action was the completion of a business survey, which was conducted from 11 to 31 March 2024. This survey, administered by Action Market Research, targeted local businesses to gather actionable data. A letter from the Mayor was delivered to 2,000 randomly selected businesses within the City of Palmerston, inviting them to take part in the survey. The survey aimed to assess the current business climate and identify specific needs within the business community.

Key outcomes from the business survey included:

- **Business confidence:** Businesses expressed optimism about the climate for doing business and their performance in the next 12 months. Most believe there will be an improvement in business performance and are intending to hire additional employees to accommodate this growth. 40% of businesses are intending to make a major purchase in the next 12 months to support their business growth.
- **Current business challenges:** Major challenges include finding suitable staff, crime and safety issues, and business operating costs. The availability of suitably trained staff and public safety were the top issues reported.
- **Expansion:** Nearly half of the businesses plan to expand, focusing on hiring more staff and enhancing their online presence. Expansion within the City will include taking on more clients and driving up demand for products/services.
- **Support requirements:** Businesses need support in reducing crime, finding suitable premises, and lowering operating costs. The key things City of Palmerston could do to improve the likelihood of expansion include improving security, increasing the availability of suitable premises/land, and creating an environment for consistent business growth.

The completion of the business survey aligned with the below action from the PLEP:

- In partnership with industry, undertake a survey of businesses in Palmerston to confirm challenges, strengths and priority business services to inform a 12-month plan for business support.

Council officers are currently developing a 12-month plan to address these findings and support local businesses.

Summary

The outcomes from these initial actions are expected to lay a robust foundation for further implementation of the PLEP. These steps are instrumental in moving forward with medium-term and long-term goals, enhancing our economic infrastructure, and importantly, providing targeted support to local businesses.

CONSULTATION AND MARKETING

The following City of Palmerston staff were consulted in preparing this Report:

- City Activation Officer

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

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

Council is not immune to the challenges facing other businesses within Palmerston, and more broadly, the Top End. Recruitment for an Economic Development Lead has entered a third round of advertising, after two previous attempts failed to attract the right candidates. This does put pressure on Council officers to deliver all actions within the PLEP in the timeframes initially noted.

This Report addresses the following City of Palmerston Strategic Risks:

3. **Economic Development**
Failure to articulate, provide and promote the value proposition for Palmerston as an economic centre to attract investment.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This report relates to the [Palmerston Local Economic Plan \(PLEP\)](#).

This report aligns to the PLEP by discussing the actions and strategies implemented to deliver the PLEP in accordance with the stated timelines.

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

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community Benefit Scheme - April Update
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	Community Development Officer, Kate Townsend
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

PURPOSE

This report provides Council with a summary of the Community Benefit Scheme 2023-24 applications to date, highlighting the requests approved in April 2024.

KEY MESSAGES

- City of Palmerston provides funding through the Community Benefit Scheme to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston community.
- The Community Benefit Scheme demonstrates Council's commitment toward enhancing social wellbeing and cohesion, developing the capability of community groups and building connectivity within the community.
- \$229,820 of the \$230,000 budget for the Community Benefit Scheme has been expended at the time of this report, leaving \$180 available for future applications.
- In April 2024, there were no sponsorship, community grant or environmental initiative grants approved for funding.
- There were 48 Individual Representation Support applications approved to the value of \$12,000 for the period.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme - April Update be received and noted.

BACKGROUND

City of Palmerston (CoP) provides funding through the Community Benefit Scheme (CBS) to eligible community groups and organisations to deliver activities, projects and services that benefit the Palmerston community. The funding supports programs that enhance social wellbeing and cohesion, developing the capability of community groups and building connectivity within the community.

CBS funding for organisations includes sponsorships, donations, and grants, with representation support (a specific type of donation) also available to individuals. Representation support assists individual sports people and members of teams who represent Palmerston while competing or participating in activities, as well as other forms of representation.

This report provides Council with a summary of the Community Benefit Scheme 2023/24 applications to date highlighting requests approved in April 2024.

DISCUSSION

To date CBS has committed \$229,820 to support activities and events which benefit the Palmerston Community. The following provides an overview of CBS activity in April 2024:

Sponsorship

No Sponsorship Agreements were awarded this reporting period. To date, City of Palmerston has supported four (4) sponsorships to a total value of \$30,000.

Grants

No Community Grants were awarded this reporting period. To date, City of Palmerston has supported five (5) Community Grants to the total value of \$12,320.

Annual School Awards

No Annual School Awards Donations were made during this reporting period. To date, City of Palmerston has supported ten (10) Annual School Awards to the total value of \$1000. CoP will write to remaining schools reminding them of the available donation.

Environmental Initiative Grants

No Environmental Initiative Grants were awarded this reporting period. To date, City of Palmerston has supported one (1) Environmental Initiative to the value of \$6,000. CoP will undertake some social media reminding community of the availability and purpose of this grant.

Individual Representation Support

48 Individual Representation Support (IRS) Grants were awarded this reporting period to a total value of \$12,000, bringing the total IRS to 132 with one (1) team grant for the year to date. The total amount allocated for IRS to date is \$35,000.

Multiyear Sponsorship Agreements

No multiyear sponsorship agreements were presented to Council this reporting period. To date, City of Palmerston has supported thirteen multi-year agreements to the total value of \$151,500.

Council on 7 May 2024 endorsed a request from the Palmerston Golf and Country Club to defer their sponsorship payment for \$30,000 from 2023/24 to 2025/26 due to cancellation of the NTPGA in 2024 due to major irrigation upgrade works. The decision to support deferment results in \$30,000 returned to the CSB budget for 2024/25 and this will be reflected into the Community Benefit Scheme Update Report provided for May 2024.

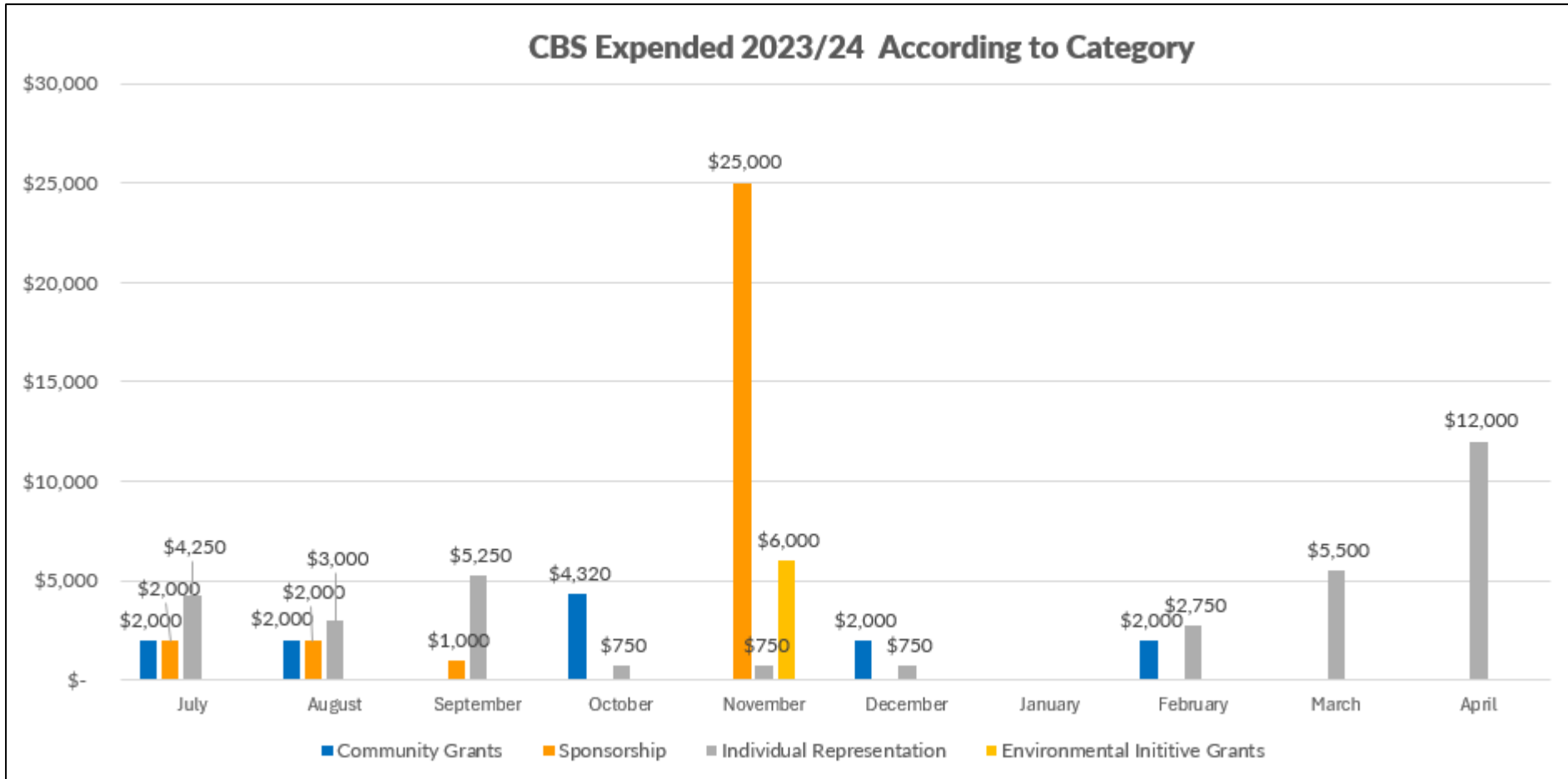
The graph below entitled *2023/24 Expended Community Benefit Scheme*, shows expenditure from July 2023 to April 2024 in Community Grants, Sponsorships, Individual Representation Support, and Environmental Initiatives. Further to this table titled *Committed Multiyear Sponsorships Agreements* details receipts of multiyear agreements. A detailed list of all funds expended is included as **Attachment 13.2.2.1**.



city of
PALMERSTON

A Place for People

CBS Expended 2023/24 According to Category



Committed Multiyear Sponsorship Agreements

Applicants Name	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Palmerston and Litchfield Seniors		\$20,000 Annually		\$22,000	\$22,000	\$25,000
Clubhouse Territory		\$10,000 Annually				
Palmerston Netball		\$10,000 Annually				
Palmerston Rovers Football Club		\$10,000 Annually				
Palmerston Saints Hockey Club		\$1,500 Annually				
Palmerston Magpies Football Club		\$10,000 Annually				
RSPCA		\$10,000 Annually				
Palmerston Golf and Country Club		\$30,000	\$30,000*	\$30,000		
Palmerston Rugby Union Club			\$5,000 Annually			
Riding for the Disabled Top End			\$20,000	\$15,000	\$15,000	
Northern Sharks Rugby League Club			\$10,000 Annually			
Palmerston Boxing Club			\$5,000 Annually			
PaRBA			\$10,000 Annually			
Total 2023/24					151,500	

* Deferment of NTPGA in 2024 to 2025.

CONSULTATION AND MARKETING

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

POLICY IMPLICATIONS

Council Policy - *Grants, Donations and Sponsorships* provides governance for the Community Benefit Scheme. Section 4.9.5 of this policy requires a report detailing decisions made regarding Community Benefit Scheme funding requests to be tabled at the Council meeting each month. Additionally, section 4.9.2 of this policy requires all requests over \$2,000 to be referred by the Chief Executive Officer (CEO) to Council with a recommendation.

BUDGET AND RESOURCE IMPLICATIONS

The CBS budget for the 2023/24 fiscal year for grants, donations, sponsorships is \$230,000. The 2023/24 Environmental Initiatives budget is a further \$20,000.

As of the end of April, \$229,820 has been expended for projects from the CBS budget which will benefit the Palmerston community, with \$180 remaining in the Community Benefit Scheme 2023/24 budget. In addition, \$6,000 has been expended for Environmental Initiatives with \$14,000 remaining.

There is \$151,500 in multi-year agreements in 2023/24, with \$148,500 currently committed for 2024/25.

The deferral of Palmerston Golf and Country Club sponsorship payment for \$30,000 from 2023/24 to 2025/26 has resulted in a balance of \$30,180 being available for the remainder of 2023/24 as of May 2024.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council is responsible for the efficient and sustainable management of the Community Benefit Scheme budget. Funding activities or items that are not seen to be benefitting the Palmerston Community may

erode trust in Council and its processes. Council mitigates this risk by following the policy relating to eligibility criteria as outlined in its *Policy Grants, Donations, and Sponsorships*.

This Report addresses the following City of Palmerston Strategic Risks:

2. **Financial Sustainability**
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.
4. **Inclusion, Diversity and Access**
Failure to balance meeting needs of Palmerston's cultural mosaic
6. **Governance**
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This report relates to the [Creative Industries Plan 2023-27](#), the [Inclusive, Diverse and Accessible Policy Framework](#) and the [Sustainability Strategy 2022-2026](#).

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. Grants Donations and Sponsorship Recipients April 2024 [13.2.2.1 - 7 pages]

COUNCIL AGENDA Attachment 13.2.2.1

Grants, Donations and Sponsorship Recipients April 2024.

Date	Name	Activity	Type	Amount
Community Grants				
18/07/2023	Kentish Lifelong Learning and Care	Aboriginal and Torres Strait Islander Children's Day	Community	\$2,000
11/8/2023	Walking Off The War Within	Walking Off The War Within Annual Challenge	Community	\$2,000
30/10/2023	Arafura Music Collective	Connecting Community Through Music	Community	\$4320
12/12/2023	Palmerston Boxing Club	Member Management System	Community	\$2000
06/02/2024	Australian Vietnamese Family Association	Vietnamese New Year (Tet) Festival	Community	\$2,000
Total				\$12,320
Representation Support				
14/07/2023	Under 18	Southern State Rugby Union		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	NT Links Netball		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	NT School Sports Cricket		\$250
14/07/2023	Under 18	Southern States Rugby Union		\$250
14/07/2023	Under 18	u16s Basketball Nationals		\$250
14/07/2023	Under 18	Australian Tennis		\$250
19/07/2003	Under 18	SSA Netball		\$250
19/07/2023	Under 18	Southern States Rugby		\$250
19/07/2023	Under 18	SSA AFL		\$250
17/07/2023	Under 18	SSA Netball		\$250
17/07/2023	Under 18	SSA Soccer		\$250
4/07/2023	Under 18	12 Years Tennis Championship		\$250
17/07/2023	Under 18	School Sport NT Football		\$250

COUNCIL AGENDA Attachment 13.2.2.1

1/07/2023	Under 18	Touch Football Nationals	\$250
17/07/2023	Under 18	SSA AFL	\$250
17/07/2023	Under 18	U12G NT AFL	\$250
2/07/2023	Under 18	NT Titans Rugby Southern States	\$250
17/07/2023	Under 18	Southern States Rugby U16 Basketball	\$250
2/07/2023	Under 18	Southern States Rugby	\$250
4/07/2023	Under 18	SSA Touch Football U15 Links NT	\$250
17/07/2023	Under 18	Links NT Netball	\$250
8/8/2023	Under 18	NT U14's Basketball	\$250
8/8/2023	Under 18	Premier Soccer	\$250
11/8/2023	Under 18	SSA Touch Football	\$250
14/8/2023	Under 18	2023 Hockey Australia Championship	\$250
31/7/2023	Under 18	U14 Basketball National Club	\$250
21/8/2023	Over 18	Senior NT Lawn Bowls	\$250
21/8/2023	Under 18	16's Girls Australian Secondary School Championship	\$250
25/8/2023	Under 18	Basketball u14 Club Championship	\$250
28/8/2023	Under 18	Dance Competition Nationals	\$250
29/8/2023	Under 18	UK Essex International Jamboree	\$250
4/9/2023	Under 18	School Sports Tennis Championship	\$250
6/9/2023	Under 18	2023 Premier Invitational Gold Coast -Football	\$250
9/9/2023	Under 18	2023 Australian Sides Championship - Bowls	\$250
12/9/2023	Under 18	National Soccer Youth Championship	\$250
15/9/2023	Under 18	Tennis School Sport Australia	\$250
11/9/2023	Under 18	School Sports NT Track and Field	\$250

COUNCIL AGENDA Attachment 13.2.2.1

11/9/2023	Under 18	School Sports NT Track and Field	\$250
25/9/2023	Under 18	School Sports NT Track and Field	\$250
12/10/2023	Palmerston Boxing Club	Arrernte Community Boxing Night	\$2000
12/10/2023	U'18	Bolt to Brisbane	\$250
12/10/2023	U'18	Aust All Schools Athletics Championship	\$250
21/11/2023	U'18	South Queensland Basketball Tour	\$250
21/11/2023	U'18	Disneyland Dance Tour	\$250
21/11/2023	U'18	Disneyland Dance Tour	\$250
21/11/2023	U'18	Greg Norman Golf Tournament	\$250
12/12/2023	U'18	Evolution Dance competition	\$250
12/12/2023	U'18	Evolution Dance Competition	\$250
18/12/2023	U'18	All Australian Athletics	\$250
30/11/2023	U'18	JL Swish Tour	\$250
29/2/2024	U'18	Touch Football Nationals	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
29/2/2024	U'18	Top End Region AFL	\$250
8/3/2024	U'18	Touch Football	\$250
8/3/2024	U'18	Touch Football	\$250
8/3/2024	U'18	AFL	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	AFL	\$250
8/3/2024	U'18	Netball	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	Hockey	\$250
8/3/2024	U'18	Judo	\$250
8/3/2024	U'18	AFL	\$250

COUNCIL AGENDA

Attachment 13.2.2.1

15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	AFL	\$250
15/3/2024	U'18	Warhammer 40K	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	Soccer	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Touch Football	\$250
15/3/2024	U'18	Dance	\$250
15/3/2024	U'18	Scout Camp	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Dance	\$250
8/4/2024	U'18	AFL	\$250
8/4/2024	U'18	Warhammer 40K	\$250
8/4/2024	U'18	Dance	\$250
8/4/2024	U'18	Dance	\$250
8/4/2024	U'18	Soccer	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Touch Football	\$250
8/4/2024	U'18	Dance	\$250
8/4/2024	U'18	Scout Camp	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Athletics	\$250
8/4/2024	U'18	Football	\$250
8/4/2024	U'18	Netball	\$250
8/4/2024	U'18	BMX	\$250
8/4/2024	U'18	Netball	\$250
8/4/2024	U'18	Baseball	\$250
8/4/2024	U'18	Netball	\$250
11/4/2024	U'18	Meeting of Styles	\$250
11/4/2024	U'18	Meeting of Styles	\$250
15/4/2024	U'18	Netball	\$250
16/4/2024	U'18	Football	\$250
18/4/2024	U'18	Football	\$250
18/04/2024	U'18	Basketball	\$250
18/04/2024	U'18	Touch Football	\$250
18/04/2024	U'18	Irish Dancing	\$250
18/04/2024	U'18	Top End Region Tennis	\$250

COUNCIL AGENDA

Attachment 13.2.2.1

18/04/2024	U'18	Football	\$250
19/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Irish Dancing	\$250
22/04/2024	U'18	Calisthenics	\$250
22/04/2024	U'18	Calisthenics	\$250
22/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Calisthenics	\$250
30/04/2024	U'18	Touch Football	\$250
30/04/2024	U'18	Netball	\$250
30/04/2024	U'18	Football	\$250
30/04/2024	U'18	Irish Dancing	\$250
30/04/2024	U'18	Irish Dancing	\$250
Total			\$35,000
Multiyear Sponsorship Agreements			
19/04/2022	Clubhouse Territory	Multiyear agreement	\$10,000
6/07/2022	Palmerston Netball	Multiyear agreement	\$10,000
4/05/2021	Palmerston and Litchfield Seniors	Multiyear agreement	\$20,000
10/08/2022	Palmerston Rovers Football Club	Multiyear agreement	\$10,000
21/02/2023	Palmerston Magpies	Multiyear agreement	\$10,000
15/11/2023	Palmerston Saints	Multiyear agreement	\$1,500
23/05/2023	RSPCA Darwin	Multiyear agreement	\$10,000
4/04/2023	Palmerston Golf and Country Club	Multiyear agreement	\$30,000
1/8/2023	Riding for the Disabled Top End	Multiyear agreement	\$20,000
1/8/2023	Palmerston Rugby Union Football Club	Multiyear agreement	\$5,000
5/9/2023	Northern Sharks Rugby League Football Club	Multiyear agreement	\$10,000
12/12/2023	Palmerston Boxing Club	Multiyear agreement	\$5,000

COUNCIL AGENDA Attachment 13.2.2.1

20/2/2024	Palmerston and Regional Basketball Association	Multiyear Agreement	\$10,000
Total			\$151,500
Sponsorship			
25/07/2023	Forrest Parade Primary School	Forrest Farmers Fair	\$2,000
31/8/2023	Two-Two-One Mental Health Charity	Mental Health Professionals Conference	\$2000
21/9/2023	Australian Institute of Planning	Northern Territory Symposium	\$1000
7/11/2023	Darwin Symphony Orchestra	Family Proms Concert Series	\$25,000
Total			\$30,000
Annual School Awards			
	Driver Primary School	Annual School Awards	\$100
	Mother Teresa Catholic Primary	Annual School Awards	\$100
	Moulden Primary School	Annual School Awards	\$100
	Palmerston Christian School	Annual School Awards	\$100
	Palmerston College	Annual School Awards	\$100
	Roseberry Primary School	Annual School Awards	\$100
	Forrest Parade School	Annual School Awards	\$100
	Bakewell Primary School	Annual School Awards	\$100
	Gray Primary School	Annual School Awards	\$100
	Zuccoli Primary School	Annual School Awards	\$100
Total			\$1,000
Environmental Initiative Grants			

COUNCIL AGENDA Attachment 13.2.2.1

21/7/2023	Landcare NT	Local Flora, Fauna, and Biodiversity Education sessions	\$6000
Total			\$6000
Community Benefit Scheme			\$229,820
Total Environment Initiatives			\$6,000
Total			\$235,820
Amount Remaining CBS			\$180
Amount Remaining Environmental Initiatives			\$14,000

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Financial Report for the Month of April 2024
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	Finance Manager, Jeffrey Guilas
APPROVER:	General Manager Finance and Governance, Wati Kerta

COMMUNITY PLAN

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

PURPOSE

The purpose of the Report is to present to Council the Financial Report for April 2024.

KEY MESSAGES

- This report presents the April 2024 financial report and is representative of the year-to-date income and expenditure as at 30 April 2024.
- The financial health check ratios indicate that overall, the Council is in a positive financial position and tracking well to budget.
- Total operating income is at 99% of the annual budget, mainly due to rates levied in July 2023.
- Operating surplus (excluding depreciation) is \$11.96 million as at 30 April 2024. The high operating surplus is mainly due to \$33.36 million of rates levied and recognised as income, offset by \$25.11 million of expenditure, excluding depreciation. The lower than anticipated expenditure is largely due to operating expenditure invoices awaiting approval and projects which had been delayed over the wet season.
- Capital expenditure is at 64% of the \$26.81 million approved Capital budget. The capital program will be reviewed further as part of the 3rd Budget Review to be undertaken during May 2024.
- As at 30 April 2024, the total cash and cash investments were \$28.59 million, which includes \$11.55 million in term deposits in various banking institutions with less than 12 months to maturity and \$17.04 million in our general bank account.
- In the month of April 2024, \$2.17 million (87%) of the \$2.50 million total creditor payments were paid to local suppliers.
- The Council is compliant with its statutory obligations such as Pay-as-You-Go Withholdings, Goods and Services Tax, and Superannuation Guarantee reporting.
- There were no contract variations during April 2024 that met the criteria under Regulation 42 of the *Local Government (General) Regulations 2021*.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of April 2024 be received and noted.

BACKGROUND

In accordance with *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, the preceding month's Financial Report must be presented to Council. Regulation 17(1) of the General Regulation requires a monthly report from the Chief Executive Officer to provide the Council with the actual income

and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

The information below is provided to assist with the terminology used throughout the Report:

- Revised Budget is the total budget per the municipal plan for the 2023-24 financial year plus key Council decisions that have impacted the budget.
- Year-to-date actuals (YTD Actuals) is the actual income and expenditure from 1 July 2023 to the current reporting date, 30 April 2024.
- The forecast amount is the year-to-date budget (YTD budget). The YTD budget was cash-flowed evenly over 12 months except for rates which were fully cash-flowed in July 2023 and certain other transactions that were expected to be recognised in specific periods.

This report should be read in conjunction with the following:

- Dashboard report found at **Attachment 13.2.3.1** which is a traffic-light reporting system highlighting the current health status and areas of interest to Council. Further details are then reported in the body of the report.
- Financial reports are included at **Attachment 13.2.3.2** presenting the financial position of Council as at 30 April 2024.

DISCUSSION

Financial Health

- The financial health check ratios provide the Council with a quick snapshot of the Council's financial position.
- The April 2024 ratios are benchmarked against the forecast ratios as per the Municipal Plan. If the ratio indicates that Council is not on target, a detailed explanation is provided. The ratios show Council's ability to monitor the cashflows (in and out) and ensure that Council has sufficient cash to cover its obligations.
- The operating surplus ratio of 33% is high due to the \$33.36 million rates and charges revenue recognised for the entire year that was levied in July 2023, and operating expenditure awaiting approval and projects which have been delayed over the wet season. This ratio will decline in the coming months.
- The debt service ratio of 17.33 indicates we have the capacity to meet our loan obligations. This ratio is high due to the high operating surplus.
- As at April 2024, a total of \$31.04 million (93%) of the \$33.36 million in rates and charges had been collected. The final rates instalment was due on 30 March 2024.
- The current ratio of 3.55 as at 30 April 2024 demonstrates that Council has enough resources to meet its short-term obligations.

Operating Overview

The dashboard provides an overview of Council's operating income and expenditure for 2023-24 as at 30 April 2024. Refer **Attachment 13.2.3.1**.

- Total Operating Income as at 30 April 2024 is \$37.07 million, which is 99% of the Annual Budget. This is mainly due to rates and waste charges for 2023-24 levied as at July 2023 and the recognition of operating grant revenue at 30 April 2024.
- Total Operating Expenditure at 30 April 2024 is \$34.50 million, which is 75% of the Annual Budget. This is mainly due to the following:
 - \$9.39 million Employee Costs
 - \$9.39 million Depreciation, amortization, and impairment recognised year-to-date
 - \$8.30 million Materials and Contractors
 - \$0.72 million Insurance

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- \$1.66 million Utilities
- \$1.71 million Other Expenses such as program running cost and training costs.
- \$1.38 million Professional services such as Belgravia management fees, Building revaluation, Community Satisfaction Survey, Management fee for Odegaard.
- Total actual Operating Expenditure is below the forecast for April by \$4.18 million. The underspend is due to a combination of the following:
 - employee expenses are underspent due to current employee vacancies (\$0.78 million).
 - materials and contractors are underspent by \$2.23 million mainly due to pending approvals and project delays due to the wet season.
 - Professional service is underspent by \$0.29 million and Other Expense is underspent by \$0.49 million due to advertising costs and program running costs for events that will be run towards the end of the financial year.

Capital Overview

The dashboard provides an overview of Council’s capital expenditure for 2023-24 as per **Attachment 13.2.3.1**. The cashflow forecast of the capital expenditure was cash-flowed evenly over 12 months. This does not allow for the seasonal nature of construction.

Capital Expenditures

The 2023-24 Capital Expenditure budget is \$26.81 million which consists of \$7.85 million from original budget plus \$18.96 million from the First and Second Budget Reviews.

The pie chart in the dashboard as per **Attachment 13.2.3.1** shows that out of the \$26.81 million capital expenditure budget, the actual capital expenditure is \$17.26 million which is 64% of the budget. Expenditure this financial year includes \$14.01 million Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) expenditure, \$0.64 million in SWELL Secondary Space Upgrade, \$0.76 million in Open Space, \$0.39 million in Roads & Transport, \$0.15 million in Recreation Centre, \$0.40 million in Fleet and \$0.20 million for the Durack Heights Community Centre.

In addition to the \$17.26 million actual expenditure there is a further \$1.29 million in commitments where works have commenced. The current expenditure combined with the commitments presents a 69% expenditure against a revised capital budget as per the 2nd budget review. A further \$4 million worth of projects have contracts being awarded with works about to commence. Due to the timing, the completion of these projects may occur in the next financial year. The capital works program, procurement activity and prioritisation of projects will continue to be reviewed to ensure the delivery of critical community infrastructure. A report will come back to Council as part of the end of year process.

Capital Funding

Capital is funded by capital grants, Council contributions (operating surplus and financial reserves), and borrowings.

The table below provides a breakdown of the grant income expected to be received or recognised as income this financial year.

Capital Project	Total Grant Income	Grant Funds received to date	Grant Funds yet to be received
New Pathways	\$0.25M	\$0.25M	-
Tree Planting and replacement	\$0.25M	\$0.25M	-
Roads to Recovery Funds - 2023/24	\$0.41M	\$0.41M	
LRCI (Local Roads and Community Infrastructure) Phase 4	\$0.41M	\$0.38M	\$0.03M
Public Lighting (Dark Spots)	\$0.32M	\$0.32M	-
Pump/Skate Park Zuccoli	\$0.25M	\$0.25M	-
Aquatic Centre Re-Roof	\$0.20M	\$0.20M	-

Holding Pen	\$0.11M	\$0.11M	-
LRCI Phase 3	\$0.41M	-	\$0.41M
SWELL Secondary Hall Space Upgrade	\$0.46M	-	\$0.46M
SWELL – Commonwealth Funding	\$5.00M	\$4.10M	\$0.90M
SWELL – NTG Funding (remaining portion)	\$0.29M	\$0.29M	
Archer Waste Management Upgrade	\$0.28M	\$0.28M	-
Archer Recycling Modernisation	\$0.10M	\$0.01M	\$0.09M
Water Aquifer Preservation	\$0.10M	\$0.10M	
Fiber sense (Smart Technology Project)	\$0.35M	\$0.35M	
Lake Aerator Project	\$0.10M	\$0.10M	
Palmerston Youth Drop In Refund from DIPL	\$0.09M	\$0.09M	
Total	\$9.38M	\$7.49M	\$1.89M

- Grants that have been received are recognised as a grant liability until the assessment of income criteria has been met such as meeting the grant agreement obligations.
- Some of the grant income has not been recognised due to the requirement of project completion and final acquittal reports. As at 30 April 2024, \$6.83 million of grant revenue has met the grant agreement obligations and has been recognised as income.

Cash and Investments

Trading Account: \$17.04 million

Investments: \$11.55 million

Year to Date interest revenue: \$1.15 million

Cash at Bank and Investments				
Duration	No.	(Million)\$ Value	% of total Portfolio	Limit
Cash at bank	1	\$17.04M	NA	NA
<12months	8	\$11.55M	100%	100%
Total	9	\$28.59M	100%	

The investment portfolio is compliant with the Council Investments Policy.

- As at 30 April 2024, the Council held \$11.55 million in term deposits across three financial institutions.
- Cash held by Council in the National Australia Bank (NAB) Trading account as at 30 April 2024 was \$17.04 million earning 4.45% interest per annum.
- The Professional Account was closed during the month and all funds allocated to the Trading Account after negotiations with the National Australia Bank to match the interest terms previously offered for the Professional Account. This allowed for simplification of processes and ensured that all Council funds would attract the higher interest rate while ensuring adequate funds were available for operational purposes.
- Performance of our investments against our policy and details on our investments are provided in section 2.3 of the Investments Management Report: **Attachment 13.2.3.2.**

Receivables

Council has \$5.22 million in Receivables, majority of which relates to Rates, Charges and Infringements outstanding of \$3.47 million, and Other Receivables which include accrued income from grants of \$1.42 million, accrued interest income from term deposit of \$0.31 million.

Rates

- The Dashboard at **Attachment 13.2.3.1** shows the 2023-24 Rates and Waste Charges issued and collected. In July 2023, \$33.36 million rates and charges were levied for 2023-24. As at 30 April 2024, Council has received \$31.04 million of rates and charges payments. This is equivalent to 93% of the total rates and charges levied.
- The rates received in advance balance of \$1.49 million is accounted for in the balance sheet as a liability as it relates to future periods.
- For the 2023-24 financial year, there is \$2.32 million in overdue rates still to be collected, and a further rates debt of \$1 million from prior years.
- Council may place an overriding statutory charge on a property where rates have been outstanding for at least 6 months, which gives Council priority over other registered and unregistered mortgages, charges, and encumbrances except for a previously registered overriding statutory charge.
- The Council currently holds overriding statutory charges over 53 properties where the debts relate to the 2018-19 and prior financial years, with a further 17 statutory charges being applied to properties in April 2024
- There are 20 ratepayers that have approved financial hardship applications for the 2023-24 financial year.

Infringements

- Total infringements outstanding is \$131,500 as at 30 April 2024; this consists of Animals (\$107,833), Public Place (\$3,256), Litter (\$50) and Parking (\$20,361).
- The graph in the dashboard at **Attachment 13.2.3.1** shows the total issued and collected per type of infringement for the month of July 2023 to April 2024.

Sundry Debtors

Sundry Debtors as at 30 April. 2024 is \$45,599 as presented in **Attachment 13.2.3.2**. This balance relates mostly to outstanding invoices raised for upgrades and additional bins during 2023-24 as well as Maintenance of Yards and Long grass recovery. More details are available in section 2.4 Debtor Control Account.

Trade Creditors Paid

Total payments to creditors as of 30 April 2024 amounted to \$2.50 million, of which \$2.17 million (87%) were paid to local suppliers.

During April 2024, the primary payments consisted of \$0.45 million to Cleanaway Pty Ltd for waste management, \$0.31 million to City of Darwin for waste management, \$0.20 million to Veolia Environmental Service (Australia) Pty Ltd for waste management, and \$0.20 million to the Australian Taxation Office.

Borrowings

Total external borrowings of \$5.72 million is made up of the following:

- **Archer Land Fill Rehabilitation loan**
The total amount borrowed from NAB was \$1.96 million with the balance as at 30 April 2024 being \$0.85 million. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis. This loan is for 8 years and is due to conclude on 30 June 2027.
- **SWELL loan**
The \$5.00 million approved loan for the SWELL project was drawn down during December 2023 with a current balance of \$4.87 million. This is a 20-year loan with current variable interest rate of 5.51%. This loan is renegotiated every 5 years and repriced quarterly. The next repricing of this variable rate is due on 28 June 2024.

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Other Compliance matters

- Council is compliant with payment and reporting of all tax liabilities as outlined below:
 - Council has remitted \$2.52 million Year-to-Date (YTD) in Pay-As-You-Go (PAYG) tax to the Australian Taxation Office (ATO). The PAYG withholding tax is regularly reported to the Australian Taxation Office on a fortnightly basis by Council.
 - The Business Activity Statement (BAS) balance for the month ended 31 March 2024 reported during April 2024 as a Goods Services Tax refund of \$0.13 million. The April 2024 BAS will be finalised during May 2024.
- Council has the required insurances to manage the current risk exposure.

Contract Variations

Varied contract, after a quotation under regulation 34 has been accepted and the total cost of supplies exceeds \$100,000 but is less than \$150,000.	Nil
Varied contract, after a quotation under regulation 34 has been accepted or a public quotation under regulation 35 has been accepted and the total cost of supplies exceeds \$150,000.	Nil
Varied contract is entered into after a tender under regulation 36 has been accepted and the total cost of supplies exceeds the original tender cost by more than 10%.	Nil

CONSULTATION AND MARKETING

The following City of Palmerston staff were consulted in preparing this Report:

- Finance team.
- Governance team

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. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
2. **Financial Sustainability**
Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.
6. **Governance**
Failure to effectively govern.

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STRATEGIES, FRAMEWORK AND PLANS 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. Dashboard [13.2.3.1 - 1 page]
2. EOM Financial Reporting April 2024 [13.2.3.2 - 25 pages]

COUNCIL AGENDA Attachment 13.2.3.1

As at 30 April 2024

DASHBOARD

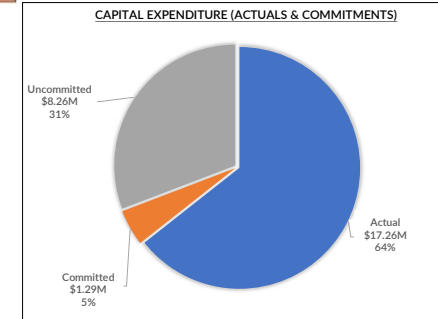
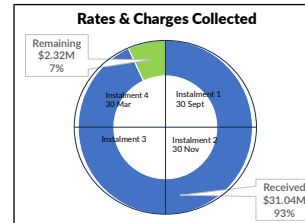
\$11.96 M ■
Operating Surplus (excluding Deprn)
Annual Budget is at \$2.75 M

\$7.22 M ■
Capital Income
Annual Budget is at \$13.1 M

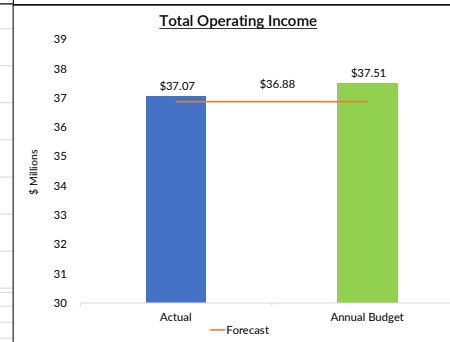
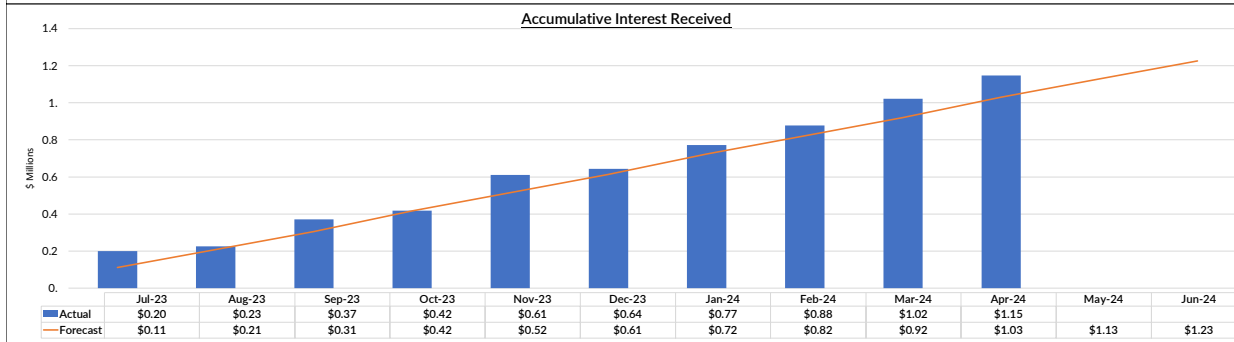
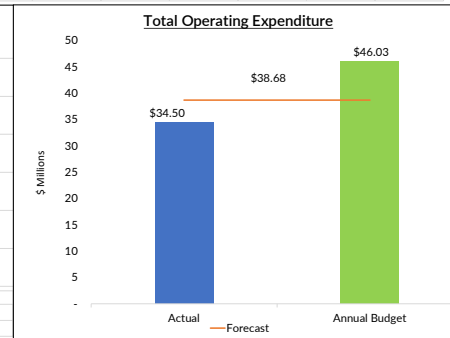
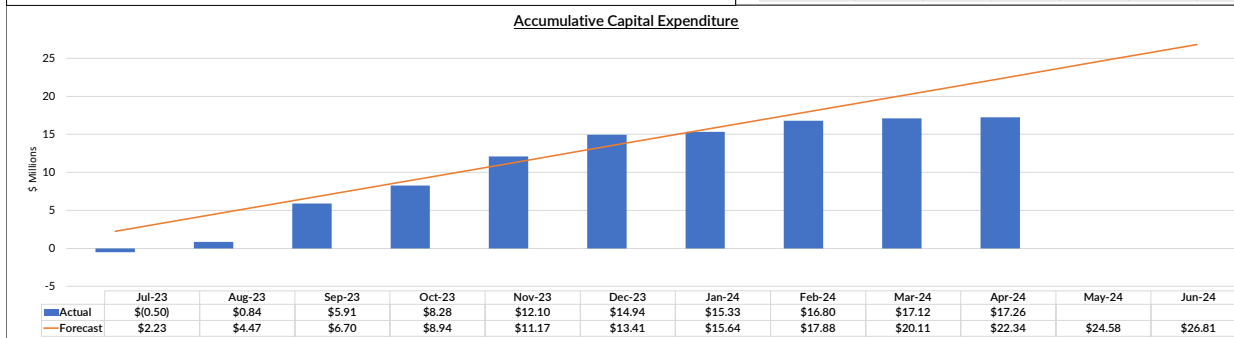
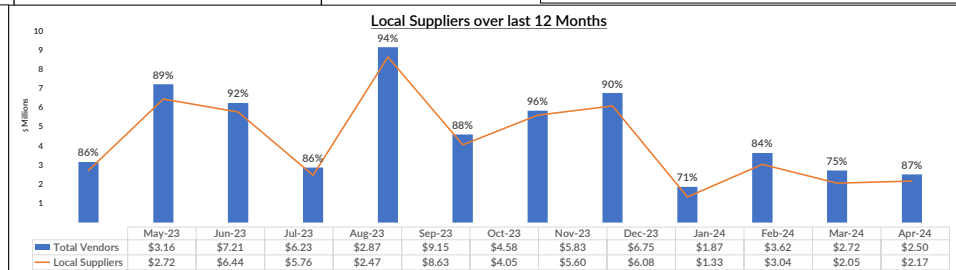
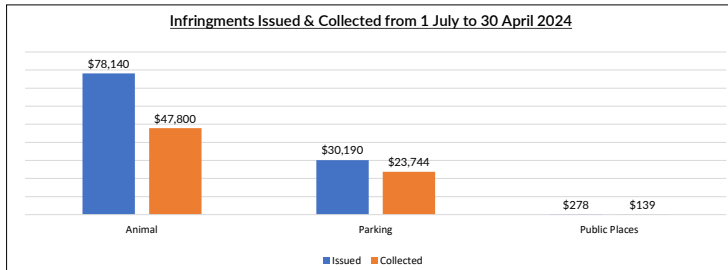
\$17.26 M ■
Capital Expenditure
Annual Budget is at \$26.81 M

\$28.59 M
Cash Held

Financial Health Ratios	MP KPI	As at April 24	Status
Operating Surplus Ratio	>13%	33%	\$31.4M of rates levied for the whole year. Will drop as the year goes by.
Debt Service Ratio	>8.51	17.33	High due to high operating income + depreciation
Rates Collection	>95%	93%	There is still an overdue rates from this FY
Current Ratio	>2.74	3.55	



Legends
■ On Track
■ Explanation Required
■ Off Track





Financial Management Reports

April 2024

- ❖ 1. Executive Summary
- ❖ 2. Financial Results

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April 2024

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	1.3	Budget Summary by Directorates
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	2.2	Reserve Balance
	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Creditor Accounts Paid
	2.6	Creditor Accounts Outstanding
	2.7	Commercial Leases
	2.8	Council Loans
	2.9	Elected Member Expenses
	2.10	CEO Credit Card

Certification By Chief Executive Officer

I, Luccio Franco Cercarelli, the Chief Executive Officer of the City of Palmerston, hereby certify that to the best of my knowledge, information and belief:

- ❖ The internal controls implemented by Council are appropriate; and
- ❖ The Council's Financial Report for April 2024 best reflects the financial affairs of the Council.



Luccio Franco Cercarelli
Chief Executive Officer

COUNCIL AGENDA Attachment 13.2.3.2

Section 2 Financial Results

Executive Summary as at
% of year passed

30 April 2024

83%

1.2 - Executive Summary

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Income						
Rates	25,806,363	25,709,549	100%	25,796,363	100%	
Charge	7,534,269	7,651,950	102%	7,534,269	102%	
Fees & Charges	933,318	881,533	94%	801,378	110%	1
Grants, Subsidies & Contributions	1,550,864	1,301,429	84%	1,330,063	98%	
Interest & Investment Revenue	1,671,202	1,488,073	89%	1,402,366	106%	
Other Income	15,785	34,838	221%	12,500	279%	2
Operating Income	37,511,801	37,067,373	99%	36,876,939	101%	
Operating Expenditure						
Employee Costs	-12,207,233	-9,391,543	77%	-10,168,973	92%	3
Materials & Contractors	-12,601,768	-8,302,200	66%	-10,535,096	79%	4
Depreciation, Amortisation & Impairment	-11,270,000	-9,391,667	83%	-9,387,910	100%	
Elected Members Allowances	-428,200	-315,424	74%	-357,359	88%	5
Elected Members Expenses	-39,745	-42,079	106%	-33,188	127%	6
Professional Services	-2,001,119	-1,375,530	69%	-1,660,843	83%	7
Auditor's Remuneration	-39,848	-40,190	101%	-33,207	121%	8
Utilities	-2,332,117	-1,656,877	71%	-1,942,653	85%	17
Legal Expenses	-315,700	-328,077	104%	-246,713	133%	10
Telephone & Other Communication Charges	-264,456	-180,305	68%	-220,380	82%	17
Donations, Sponsorships & Grants	-255,000	-145,961	57%	-212,453	69%	9
Software, Hardware, Stationery, Subscriptions	-1,061,090	-764,260	72%	-886,318	86%	17
Insurance	-615,083	-719,108	117%	-608,326	118%	11
Borrowing Costs	-179,477	-134,029	75%	-179,477	75%	
Other Expenses	-2,419,335	-1,713,576	71%	-2,204,451	78%	17
Operating Expenditure	-46,030,171	-34,500,826	75%	-38,677,348	89%	
OPERATING SURPLUS/(DEFICIT)	-8,518,370	2,566,547		-1,800,409		
Capital Income						
Net gain (loss) on disposal or revaluation of assets	299,737	175,912	59%	249,681	70%	13
Developer Contributions	200,000	220,350	110%	166,600	132%	14
Asset Income	3,000,000	0	0%	0	0%	13
Grants received	9,598,744	6,828,314	71%	9,260,773	74%	15
Capital Income	13,098,481	7,224,575	55%	9,677,054	75%	
Net SURPLUS / (DEFICIT) transferred to Equity Statement	4,580,111	9,791,122		7,876,645		
Asset Purchase	-2,661,020	-1,765,283	66%	-2,217,517	80%	
Asset Upgrade	-24,151,992	-15,493,487	64%	-20,126,660	77%	
Capital Expenditure	-26,813,013	-17,258,770	64%	-22,344,177	77%	16

COUNCIL AGENDA Attachment 13.2.3.2

Section 2 Financial Results

30 April 2024

83%

Executive Summary as at
% of year passed

1.2 - Executive Summary

Description	Annual Budget \$	YTD Actual \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Less Non-Cash Expenditure	-11,270,000	-9,391,667	83%	-9,387,910	100%	
Plus Gifted Assets	3,000,000	0	0%	0	0%	13
NET CAPITAL SURPLUS/(DEFICIT)	-13,962,901	1,924,019		-5,079,622		
Borrowings	5,000,000	5,000,000	100%	5,000,000	100%	
Less Repayment of Borrowings	-517,000	-241,433	47%	-517,000	47%	12
Reserve Movement	9,479,901	-3,001,839	0	9,381,856	0	
NET OPERATING SURPLUS/(DEFICIT)	0	3,680,748		8,785,235		

Notes

1. Received higher animal registration fees, development fees, facility hire fees, and library services fees than what was projected for the period.
2. Received \$22K more income than anticipated for bin upgrade.
3. Actual employee expenditure for the period is lower than budgeted due to a number of vacant positions.
4. Actual expenditure for materials and contractors is lower than budget due to \$2.4m in invoices waiting on approval and projects delayed due to seasonal weather conditions.
5. The underspend is due to the timing of allowance payments. Elected member allowances are paid in arrears.
6. The overspend is due to additional travel and conference expenses.
7. The underspend is due to the timing of the invoices received and approved.
8. The variance is due to timing of audit work completed.
9. The actual expense for donations, sponsorships and grants is lower than budget due to the timing of when actual invoices and/or grant applications are received. The majority of expenditure in this area will be incurred in the last quarter of the financial year.
10. Legal costs are higher than budgeted due to expenses related to legal advices including advices on Animal Management By-Laws.
11. Insurance costs are higher than budgeted due to timing of the payment of invoices as well as the increase in insurance costs. All insurance has been paid for the 2023-24 financial year.
12. Repayment of borrowings are lower than budgeted mainly due to the timing of the SWELL loan which was not drawn down until December 2023.
13. Asset revaluation and asset income (gifted assets) recognition are undertaken towards the end of the financial year.
14. Income on subdivisional work for Zuccoli Village Phase 3.8 has been recognised. The variance is due to the timing of projects and receipt of developer contributions.
15. Variance is due to timing. Grants that have met the recognition criteria have been recorded as income with the remaining grants received being recognised within the grants liability. Further details on project status are found in Report 1.4.
16. The variance is due to the timing of capital projects being delivered.
17. The variance is due to the timing of operational projects being delivered and the invoices received.


Approved by Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2
Financial Results
30 April 2024
83%

Budget Summary Report By Directorate as at
% of year passed

1.3 - Operating Income

Description	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the CEO	372,615	18,525	5%	310,513	6%	1
Office of the Chief Executive	372,615	18,525	5%	310,513	6%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
GM Finance & Governance	69,474	55,315	80%	57,895	96%	
Financial Services	1,126,042	1,029,794	91%	947,233	109%	
Rates	25,942,030	25,861,614	100%	25,913,030	100%	
Finance & Governance	27,137,546	26,946,723	99%	26,918,157	100%	
Community & Culture						
Diversity and Inclusion Activities	0	10,000	0%	0	0%	2
Events Promotion	228,000	237,144	104%	227,334	104%	
Health and Wellbeing Services	2,785	0	0%	1,671	0%	
Library Services	667,844	742,144	111%	556,641	133%	2
Senior Citizens	2,048	2,000	98%	2,048	98%	
Youth Services	300,000	229,488	76%	250,000	92%	
Animal Management	359,000	305,953	85%	322,503	95%	
Parking & Other Ranger Services	104,000	35,726	34%	86,836	41%	3
Community & Culture	1,663,677	1,562,456	94%	1,447,032	108%	
Infrastructure						
Civic Centre	140,000	135,739	97%	116,667	116%	4
Driver Resource Centre	0	136	0%	0	0%	
Gray Community Hall	10,000	24,679	247%	8,333	296%	5
Private Works	43,333	48,320	112%	33,333	145%	6
Recreation Centre	12,000	14,820	123%	10,000	148%	5
Roads & Transport	-47,799	48,033	-100%	-39,833	-121%	
Subdivisional Works	100,000	163,054	163%	83,333	196%	7
Waste Management	7,534,269	7,681,006	102%	7,534,269	102%	
Odegaard Drive Investment Property	446,160	340,863	76%	371,800	92%	
Durack Heights Community Centre	0	8,018	0%	0	0%	
Goyder Square	100,000	75,000	75%	83,333	90%	
Infrastructure	8,337,963	8,539,669	102%	8,201,236	104%	
OPERATING INCOME	37,511,801	37,067,373	99%	36,876,939	101%	

Notes

1. The variance relates to Fibersense Grant that is currently recognised as a liability
2. Additional NT TFHC Grant funding received for community events and not included in the budget.
3. The variance is due to lower fines being issued.
4. Rental income is higher than budgeted.
5. The facility bookings have exceeded budget estimates.
6. The variance is due to more works being completed in this area, therefore higher revenue from permits and licenses.
7. Higher developer contributions were received for the period than projected.


Approved by Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2 Financial Results

30 April 2024
83%

Budget Summary Report By Directorate as at
% of year passed

1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Councillors	-467,945	-357,503	76%	-390,546	92%	1
Office of the CEO	-1,252,641	-762,234	61%	-1,041,923	73%	2
Office of the Chief Executive	-1,720,586	-1,119,737	65%	-1,432,469	78%	
Deputy Chief Executive / People & Place						
Deputy Chief Executive Officer	-479,735	-486,040	101%	-399,619	122%	3
Customer Experience	-359,974	-222,207	62%	-299,858	74%	2
People and Customer	-1,069,464	-1,075,035	101%	-890,654	121%	4
Public Relations and Communications	-896,801	-706,619	79%	-750,209	94%	
Deputy Chief Executive / People & Place	-2,805,974	-2,489,901	89%	-2,340,341	106%	
Finance & Governance						
GM Finance & Governance	-518,046	-428,200	83%	-431,270	99%	
Records Management	-399,642	-266,034	67%	-333,140	80%	2
Financial Services	-12,762,086	-10,766,086	84%	-10,644,852	101%	
Rates	-95,700	-27,432	29%	-65,443	42%	5
Governance	-1,258,293	-1,161,786	92%	-1,138,195	102%	6
Finance & Governance	-15,033,767	-12,649,538	84%	-12,612,901	100%	
Community & Culture						
Arts & Culture	-80,547	-54,662	68%	-80,547	68%	7
Community Development	-1,151,306	-1,024,112	89%	-958,905	107%	
Diversity and Inclusion Activities	-36,000	-27,283	76%	-36,000	76%	7
Events Promotion	-758,510	-468,057	62%	-757,221	62%	7
Families & Children	-47,679	-29,500	62%	-42,297	70%	8
Health and Wellbeing Services	-42,000	-27,788	66%	-42,000	66%	8
Library Services	-1,513,946	-1,188,909	79%	-1,276,821	93%	2
Senior Citizens	-6,656	-7,712	116%	-6,656	116%	8
Youth Services	-417,019	-268,606	64%	-370,680	72%	
Director Community & Culture	-566,470	-170,063	30%	-471,870	36%	2
Safe Communities	-20,000	-10,002	50%	-20,000	50%	8
Animal Management	-166,161	-61,937	37%	-141,379	44%	8
Parking & Other Ranger Services	-1,021,889	-923,963	90%	-849,308	109%	
Community & Culture	-5,828,183	-4,262,592	73%	-5,053,683	84%	
Infrastructure						
Information Technology	-1,879,370	-1,319,941	70%	-1,570,894	84%	9
Aquatic Centre	-661,924	-393,372	59%	-565,522	70%	10
Civic Centre	-238,173	-185,215	78%	-202,227	92%	11
Depot	-74,377	-55,147	74%	-61,799	89%	
Driver Resource Centre	-39,673	-18,318	46%	-35,439	52%	
Emergency Operations	-10,557	-7,566	72%	-8,794	86%	
Gray Community Hall	-96,929	-64,227	66%	-87,176	74%	

Section 2
Financial Results

Budget Summary Report By Directorate as at
% of year passed

30 April 2024
83%

1.3 - Operating Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Director Infrastructure	-802,929	-698,416	87%	-669,073	104%	
Open Space	-5,406,321	-2,972,812	55%	-4,497,241	66%	12
Private Works	-105,776	-95,387	90%	-88,111	108%	
Recreation Centre	-315,465	-244,827	78%	-268,900	91%	
Roads & Transport	-1,610,315	-1,081,145	67%	-1,335,841	81%	12
Stormwater Infrastructure	-150,768	-113,599	75%	-121,500	93%	
Street Lighting	-1,232,055	-937,001	76%	-1,033,158	91%	
Subdivisional Works	-20,000	-14,423	72%	-16,660	87%	12
Waste Management	-7,296,038	-5,289,006	72%	-6,085,846	87%	12
Odegaard Drive Investment Property	-127,007	-116,530	92%	-105,586	110%	14
Durack Heights Community Centre	-61,553	-40,949	67%	-56,216	73%	12
CBD Car Parking	-63,351	-45,546	72%	-54,320	84%	5
Goyder Square	-228,028	-174,740	77%	-189,482	92%	
Fleet	-221,052	-110,892	50%	-184,170	60%	13
Infrastructure	-20,641,661	-13,979,058	68%	-17,237,954	81%	
OPERATING EXPENDITURE	-46,030,171	-34,500,826	75%	-38,677,348	89%	

Notes

1. The underspend in Elected member payment is due to payments made in arrears.
2. The variance is due to vacant positions that are currently being filled.
3. Employee costs are higher in this area but offset by underspends in other areas.
4. The variance is due to advertising costs related to recruitment and external consultant hire.
5. The variance is due to timing of cost incurred.
6. Insurance costs are higher than budgeted partly due to timing of the payment of invoices as well as the increase in insurance costs. All insurance has been paid for the 2023-24 financial year.
7. The underspend is due to fewer programs being run during this period but this is projected to pick up in the last quarter of the year.
8. The underspend is mainly due to vacant positions and timing of invoices being received.
9. The underspend is mainly due to the timing of the expense for software licenses.
10. The underspend is due to the delays in utilities invoices and approval of contractor payments.
11. The variance to budget is due to less building maintenance being undertaken.
12. The underspend is due to the timing of the projects which is expected to meet budget by the end of the financial year.
13. The underspend is due to the timing of vehicle registration, repairs and maintenance.
14. The overspend is due to repairs and maintenance costs being higher than budgeted


Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2 Financial Results

30 April 2024

83%

Budget Summary Report By Directorate as at % of year passed

1.3 - Capital Income

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	
Office of the Chief Executive						
Office of the Chief Executive	0	0	0%	0	0%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
Financial Services	3,000,000	0	0%	0	0%	1
Finance & Governance	3,000,000	0	0%	0	0%	
Community & Culture						
Library Services	48,185	922	2%	48,185	2%	2
Animal Management	110,300	9,600	9%	110,300	9%	2
Community & Culture	158,485	10,522	7%	158,485	7%	
Infrastructure						
Information Technology	350,366	0	0%	350,366	0%	2
Aquatic Centre	5,527,936	5,519,114	100%	5,494,536	100%	
Gray Community Hall	0	475	0%	0	0%	
Director Infrastructure	978,365	455,743	47%	909,579	50%	2
Open Space	720,465	390,628	54%	636,965	61%	2
Roads & Transport	1,018,418	175,692	17%	907,883	19%	2
Street Lighting	319,967	0	0%	278,217	0%	2
Subdivisional Works	200,000	220,350	110%	166,600	132%	3
Waste Management	374,743	73,523	20%	374,743	20%	2
Durack Heights Community Centre	150,000	202,132	135%	150,000	135%	5
Goyder Square	0	485	0%	0	0%	
Fleet	299,737	175,912	59%	249,681	70%	4
Infrastructure	9,939,996	7,214,053	73%	9,518,569	76%	
CAPITAL INCOME	13,098,481	7,224,575	55%	9,677,054	75%	

Notes

1. The capital income for gifted assets is recognised at the end of the financial year.
2. This capital income relates to grants, which must meet recognition criteria to be recorded as income. Therefore, the variance is due to the timing of the project.
3. The variance is due to the higher developer contributions received relating to Zuccoli Village Phase 3.8.
4. Variance related to the timing of disposal of aged fleet vehicles.
5. Income recognised for LRC13 was more than budgeted.


Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2 Financial Results

Budget Summary Report By Directorate as at 30 April 2024
% of year passed 83%

1.3 - Capital Expenditure

	Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Office of the Chief Executive						
Office of the Chief Executive	0	0	0.00%	0	0.00%	
Deputy Chief Executive						
Deputy Chief Executive	0	0	0%	0	0%	
Finance & Governance						
	0	0	0.00%	0	0.00%	
Community & Culture						
Arts & Culture	-83,234	-22,552	27%	-69,362	33%	1
Library Services	-188,894	-922	0%	-157,412	1%	1
Animal Management	-110,300	-9,600	9%	-91,917	10%	1
Community & Culture	-382,428	-33,074	0	-318,690	10%	
Infrastructure						
Information Technology	-1,081,298	-241,308	22%	-901,082	27%	1
Aquatic Centre	-13,433,864	-14,012,974	104%	-11,194,887	125%	2
Civic Centre	-56,320	-34,974	62%	-46,933	75%	1
Depot	-151,146	-35,717	24%	-125,955	28%	1
Driver Resource Centre	-194,940	-37,109	19%	-162,450	23%	1
Director Infrastructure	-1,761,797	-717,638	41%	-1,468,164	49%	1
Open Space	-3,383,825	-762,463	23%	-2,819,854	27%	1
Recreation Centre	-156,972	-153,401	98%	-130,810	117%	2
Roads & Transport	-3,025,399	-385,994	13%	-2,521,166	15%	3
Stormwater Infrastructure	-184,320	0	0%	-153,600	0%	3
Street Lighting	-780,469	-165,808	21%	-650,391	25%	3
Subdivisional Works	-100,000	0	0%	-83,333	0%	1
Waste Management	-1,502,927	-73,523	5%	-1,252,439	6%	1
Durack Heights Community Centre	-222,150	-202,132	91%	-185,125	109%	
Fleet	-395,158	-402,655	102%	-329,299	122%	4
Infrastructure	-26,430,584	-17,225,696	65%	-22,025,487	78%	
CAPITAL EXPENDITURE	-26,813,013	-17,258,770	64%	-22,344,177	77%	

Note

1. The variance is due to the timing of capital projects being delivered.
2. Project is completed and invoice has been received. The variance is due to cashflowing the budget equally over 12 months.
3. The variance is due to the timing of the projects. Further work is expected between May to June.
4. The fleet annual budget has been fully expended.


Approved by: Finance Manager

Section 2
Financial Results

Capital Expenditure & Funding as at 30 April 2024
% of year passed 83%

1.4 - Capital Expenditure & Funding

CAPITAL EXPENDITURE	Annual Budget	Actuals
Land & Buildings	21,048,649	15,755,748
Other Assets (including furniture & office equip)	460,280	210,602
Fleet	395,158	402,655
Infrastructure (including roads, footpaths, park furniture)	4,908,925	889,765
TOTAL CAPITAL EXPENDITURE	26,813,013	17,258,770
TOTAL CAPITAL EXPENDITURE FUNDED BY:		
Operating Income	4,398,742	1,892,736
Capital Grants	9,598,744	6,660,600
Transfers from Cash Reserves	7,815,526	3,705,434
Borrowings	5,000,000	5,000,000
TOTAL CAPITAL EXPENDITURE FUNDING	26,813,013	17,258,770


Approved by: Finance Manager

COUNCIL AGENDA

Attachment 13.2.3.2

Section 2
Financial Results
Balance Sheet as at 30 April 2024
% of year passed 83%

2.1 - Balance Sheet

Balance Sheet	YTD	
Assets		
Current Assets:		
Cash & cash equivalents		
Cash on Hand	1,355	Petty Cash
Tied Funds	6,729,391	Tied funds equals restricted reserve and unearned Grant income
Untied Funds	10,313,750	
Investments		
Tied Funds	11,546,498	Tied funds equals restricted reserve and unearned Grant income
Receivables		
Rates and Charges	3,471,181	
Other Receivables	1,747,194	
TOTAL CURRENT ASSETS	33,809,369	
Non-Current Assets:		
Infrastructure, property, plant & equipment	552,489,563	
Investment property	5,800,000	
Work in progress	16,142,116	
TOTAL NON-CURRENT ASSETS	574,431,680	
TOTAL ASSETS	608,241,048	
Liabilities		
Current Liabilities:		
Payables	3,042,589	
Unearned Grant Income (AASB1058)	4,369,005	Unearned grant income
Borrowings	837,053	
Provisions	1,278,779	
TOTAL CURRENT LIABILITIES	9,527,426	
Non-Current Liabilities:		
Borrowings	4,887,478	
Provisions	1,801,594	
TOTAL NON-CURRENT LIABILITIES	6,689,072	
TOTAL LIABILITIES	16,216,498	
NET ASSETS	592,024,550	
Equity		
Accumulated Surplus	228,836,650	
Profit & Loss - current Year	- 7,467,648	
Net Reserves	4,926,387	
Working Capital Reserve	5,446,362	
Net Transfers to & from Reserves	- 14,426,859	
Unexpended Grant reserve	2,375,184	Externally restricted reserve
Election Reserve	100,000	Internally restricted reserve
Disaster reserve	500,000	Internally restricted reserve
Unexpended Capital works	6,512,568	Internally restricted reserve
Developer Funded reserve	812,749	Internally restricted reserve
Waste Reserve	2,338,544	Internally restricted reserve
Major initiative	1,267,839	Internally restricted reserve
Revaluation reserves	365,729,161	
Council equity interest	592,024,550	
TOTAL EQUITY	592,024,550	


Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2
Financial Results

Statement of Reserves as at
% of year passed

30 April 2024
83%

2.2 - Statement of Reserves - Budget Movements 2023/24

OTHER RESERVES	Opening Balance \$ 01/07/2023	Surplus Analysis to Reserves \$	Original Budget 2023/24 to Reserves \$	Original Budget 2023/24 from Reserves \$	1st Review 2023/24 to Reserves \$	1st Review 2023/24 from Reserves \$	2nd Review 2023/24 to Reserves \$	2nd Review 2023/24 from Reserves \$	Balance at the YTD 2023/24 \$
Externally Restricted Reserves									
Unexpended Grants Reserve	-	2,375,184	-	-	-	(2,375,184)	-	-	-
Externally Restricted Reserves	-	2,375,184	-	-	-	(2,375,184)	-	-	-
Internally Restricted Reserves									
Election Expenses Reserve	50,000	50,000	-	-	-	-	-	-	100,000
Disaster Recovery Reserve	500,000	-	-	-	-	-	-	-	500,000
Unexpended Capital Works Reserve	6,512,568	-	-	-	-	(6,512,568)	-	-	0
Developer Funds In Lieu Of Construction	753,712	330,299	-	(220,000)	-	-	-	-	864,011
Waste Management Reserve	2,323,900	14,644	27,122	(29,841)	-	-	-	-	2,335,825
Asset Renewal Reserve	-	-	-	-	-	-	-	-	-
Major Initiatives Reserve	914,866	352,973	-	(250,000)	-	(125,000)	-	(892,839)	(0)
Internally Restricted Reserves	11,055,046	747,916	27,122	(499,841)	-	(6,637,568)	-	(892,839)	3,799,836
Unrestricted Reserves									
Working Capital Reserve	5,296,362	150,000	633,528	(750,000)	-	(136,400)	1,248,367	(97,086)	6,344,771
Unrestricted Reserves	5,296,362	150,000	633,528	(750,000)	-	(136,400)	1,248,367	(97,086)	6,344,771
Total Reserves	16,351,407	3,273,100	660,650	(1,249,841)	-	(9,149,152)	1,248,367	(989,925)	10,144,606


Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2
Financial Results

Investments Management Report as at
% of year passed

30 April 2024
83%

2.3 - Investments Management Report

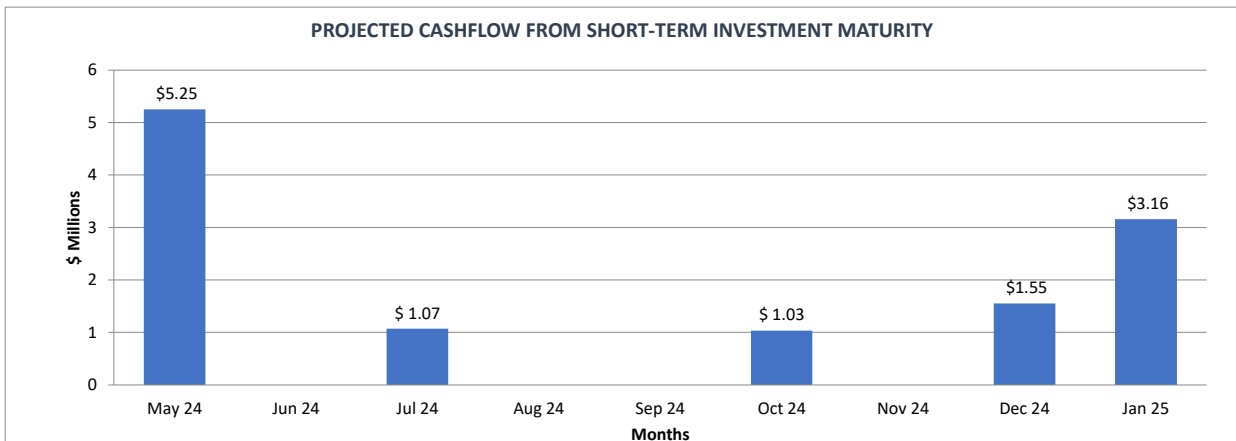
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS
AMP	S&P A2	\$ 1,000,000.00	5.10%	May 16, 2024	16	
AMP	S&P A2	\$ 1,043,000.00	5.15%	July 23, 2024	84	\$ 2,043,000.00
CBA	S&P A1+	\$ 3,000,000.00	4.97%	May 23, 2024	23	\$ 3,000,000.00
NAB	S&P A1+	\$ 1,000,000.00	4.95%	May 31, 2024	31	
NAB	S&P A1+	\$ 1,503,498.09	5.10%	January 10, 2025	255	
NAB	S&P A1+	\$ 1,000,000.00	5.15%	October 9, 2024	162	
NAB	S&P A1+	\$ 1,500,000.00	5.21%	January 24, 2025	269	
NAB	S&P A1+	\$ 1,500,000.00	5.05%	December 5, 2024	219	\$ 6,503,498.09
TOTAL SHORT TERM INVESTMENT		\$ 11,546,498.09		Average Days to Maturity	132	

Investment Distribution by Credit Rating		
Credit Rating	% of Portfolio	Counterparty Limit
A1 & A1+	26%	100%
A2	18%	60%
A3	0%	40%

Investment Distribution by Individual Institution		
ADI	% of Total	Max Individual Limit
National Australian Bank (NAB)	56%	60%
Commonwealth Bank (CBA)	26%	60%
AMP Bank Limited	18%	40%

Cash at bank & Investments	\$
Trading Account	\$ 17,043,140.93
Short Term Investments	\$ 11,546,498.08
Total Funds	\$ 28,589,639.01

Interest Income Year to Date	\$
Total Year to Date Interest on Cash at Bank	\$ 454,402.23
Total Year to Date Investment Earnings	\$ 534,577.03
Total Year to Date Interest from internal loan	\$ 40,715.65
Total Year to Date interest penalty income	\$ 117,515.13
Total Year to Date Interest Income	\$ 1,147,210.04



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF 4.35%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,800,000.00	\$ 340,863.12	\$ 116,529.63	\$ 224,333.49	\$ 210,826.03


Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2
Financial Results

Debtor Control Accounts as at 30 April 2024
% of year passed 83%

2.4 Debtor Control Accounts

RATES OVERDUE										
Report Month	Debtor Rates & Charges						Payments Received in Advance \$			Outstanding % Of Rates Income
Apr-24	\$3,317,013						\$1,491,229			9.27%
Apr-23	\$1,657,105						\$1,275,397			4.87%
RATES OVERDUE BY YEARS										
	Total	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17 & prior	
Overdue Amount	\$3,317,013 100%	\$2,321,108 70.0%	\$564,123 17.0%	\$227,066 6.8%	\$107,853 3.3%	\$54,948 1.7%	\$26,470 0.8%	\$7,666 0.2%	\$7,778 0.2%	
Number Of Properties		4062	421	174	81	43	22	9	4	
INFRINGEMENTS										
	Total	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17 & prior	
Animal Infringements	107,832.37	30,340	30,670	23,267	17,489	5,897	220	0	-50	
Public Places	3,256.00	139	1,632	1,485	0	0	0	0	0	
Parking Infringements	20,361.20	6,446	2,643	4,659	2,340	4,814	40	-40	-541	
Litter Infringements	50.00	50	0	0	0	0	0	0	0	
Signs	0.00	0	0	0	0	0	0	0	0	
Other Law and Order	0.00	0	0	0	0	0	0	0	0	
Net Balance on Infringement Debts	<u>\$131,499.57</u> 100%	<u>\$36,975.00</u> 28.1%	<u>\$34,944.50</u> 26.6%	<u>\$29,411.07</u> 22.4%	<u>\$19,829.00</u> 15.1%	<u>\$10,711.00</u> 8.1%	<u>\$260.00</u> 0.2%	<u>-\$40.00</u> 0.0%	<u>-\$591.00</u> -0.4%	
Number of Infringements	1,242	351	292	257	177	146	3	1	15	
SUNDRY DEBTORS:										
	Balance Total	CURRENT		30 DAYS		60 DAYS		90 DAYS & OVER		
	\$45,598.75 100%	\$1,544.35 3.4%		\$8,902.11 19.5%		\$11,089.10 24.3%		\$24,063.19 52.8%		


 Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

SECTION 2

Financial Results

Creditor Accounts Paid

30 April 2024

% of year passed

83%

2.5 - Creditor Accounts Paid

Creditor Name	Creditor Payment Type	Amount \$
639	Cleanaway Pty Ltd.	455,088.49
549	City of Darwin	311,137.00
V01904	Veolia Environmental Service (Australia) Pty Ltd	206,483.70
2	Australian Taxation Office - PAYG	199,726.00
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	104,860.45
V00318	QuickSuper Clearing House	89,012.76
2587	Top End RACE	68,600.12
1607	Sterling NT Pty Ltd	67,919.81
V00295	Jacana Energy	61,081.44
V00860	Costojic Pty Ltd	55,180.61
5104	JLM Contracting Services Pty Ltd	44,597.43
V05076	Connley Walker Pty Ltd	35,750.00
V04094	Information Professionals Pty Ltd	35,452.58
4190	National Australia Bank - Corporate Credit Cards	34,151.47
5651	Minter Ellison Lawyers	31,502.30
V03036	Azility	31,185.00
V03556	Belgravia Health & Leisure Group Pty Ltd	30,091.60
V00582	Ezko Property Services (Aust) Pty Ltd	26,741.00
V04498	HCS Constructions NT Pty Ltd	25,415.50
V02162	RMI Security - Conigrave Pty Ltd	21,275.18
V04317	Randstad Pty Ltd	20,997.73
V00285	Palmerston & Litchfield Seniors Association Inc	20,000.00
V05028	Flight Centre First & Business Victoria	18,283.65
V04024	Scope Building NT Pty Ltd	17,294.20
V00545	Earl James & Associates	16,830.00
V04381	Telstra Limited	15,893.41
V00682	Leigh Dyson Plumbing	15,884.00
V05087	General Excavators	14,025.00
V03893	Acacia Land Management Pty Ltd	14,000.00
54	Powerwater	13,258.91
V04877	TDH Chartered Accountants	13,205.50
V00250	Ward Keller	12,745.70
V00368	iWater NT Pty Ltd	12,083.50
V04076	The University of Melbourne	11,751.00
V01269	Palmerston Magpies Football Club	11,000.00
V01801	Pumpstech NT	10,318.00
V00228	Outback Tree Service	10,285.00
V01397	RSPCA Darwin	10,200.00
V03227	Palmerston Netball Association	10,000.00
V03573	Useful Projects	9,505.00
V02369	Maher Raumteen Solicitors	9,322.50
V01643	KPMG	9,196.00
V04996	Peppermint Consulting Pty Ltd	8,900.00
V05090	Eftsure Pty Ltd	8,463.40
V04997	Celotti Pty Ltd	7,995.92
V02542	Roadside Services and Solutions Pty Ltd	7,970.42
V01882	Business Executive Education Pty Ltd	7,887.00
3438	NT Shade & Canvas Pty Ltd	7,535.00
5640	Think Water - Winnellie & Virginia	7,482.45
V00939	Defend Fire Services Pty Ltd	7,240.48
V03776	Business Fuel Cards Pty Ltd	6,566.15
V04812	RingCentral Australia Pty Ltd	6,157.64
V03973	AANT Salary Packaging	5,867.30
5254	True North	5,462.11
2085	Local Government Professionals Australia NT	5,350.00
V01118	Wilson Security Pty Ltd	5,293.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	5,281.40

COUNCIL AGENDA

Attachment 13.2.3.2

V05036	S.K Fencing Pty Ltd	General Creditors	5,280.00
479	JLT Risk Solutions Pty Ltd	General Creditors	5,227.20
V00474	Lane Communications	General Creditors	5,194.52
V02259	Animal Management Service Pty Ltd - AMS Products	General Creditors	5,061.92
3787	Top End Sounds Pty Ltd T/A Total Event Services	General Creditors	4,972.00
4912	Remote Area Tree Services Pty Ltd	General Creditors	4,950.00
V01486	Brainium Labs Pty Ltd	General Creditors	4,500.00
399	St John Ambulance (NT) Incorporated	General Creditors	4,493.77
V03451	M&J Builders Pty Ltd	General Creditors	4,474.80
3486	Gold Medal Services (NT) Pty Ltd	General Creditors	4,459.85
90	Local Government Association of the NT (LGANT Ltd)	General Creditors	4,125.00
V02025	Event Hospitality & Entertainment	General Creditors	3,934.00
5	Australia Post	General Creditors	3,762.86
V04825	Beveridge Williams & Co. Pty Ltd	General Creditors	3,685.00
V04917	OverDrive Australia	General Creditors	3,401.44
V01612	News Pty Limited (News Corp Australia)	General Creditors	3,380.23
V03767	WRM Water & Environment Pty Ltd	General Creditors	3,176.25
V05046	CTA Create Train Achieve	Refunds & Reimbursements	2,948.00
3099	Iron Mountain Australia Pty Ltd	General Creditors	2,938.05
256	The Bookshop Darwin	General Creditors	2,703.85
V01192	Easy Glass Services	General Creditors	2,612.50
V04397	2 Foote Plumbing & Gas	General Creditors	2,599.00
V00475	Outback Batteries Pty Ltd	General Creditors	2,394.50
V04993	Workzone Territory Pty Ltd	General Creditors	2,379.30
5114	S.E. Rentals Pty Ltd	General Creditors	2,330.90
V04859	Keegan Group Pty Ltd	General Creditors	2,000.02
V05073	Melissa Hall	Refunds & Reimbursements	2,000.00
V00399	Palmerston & Regional Basketball Assoc (PARBA)	General Creditors	1,687.86
V01812	C R Campbell - Electrical and Data Contractors	General Creditors	1,595.00
V03799	Pilates with Alex Hurt	General Creditors	1,500.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,489.15
4731	Yeni Redding	General Creditors	1,485.00
3936	Arafura Tree Services and Consulting	General Creditors	1,430.00
V01584	Salary Packaging Australia	General Creditors	1,403.68
V04923	Garrards Pty Ltd	General Creditors	1,353.00
5414	Nitro Software, Inc.	General Creditors	1,328.88
V03906	OPENVPN INC	General Creditors	1,328.88
V04492	JMC2 Pty Ltd T/A LETSGOKIDS	General Creditors	1,309.00
422	ALIA -Australian Library & Information Association	General Creditors	1,290.00
V03894	F45 Palmerston	MyPalmerston	1,210.00
V02306	Well Done International Pty Ltd	General Creditors	1,131.83
V03259	Locklins Landscape Gardening	General Creditors	1,100.00
4398	Quality Indoor Plants Hire	General Creditors	1,063.55
V02228	NT Entertainment Solutions Pty Ltd	General Creditors	1,060.00
V03600	CFO Business Associates	General Creditors	1,054.90
V01420	CENTRELINK (PAYROLL)	General Creditors	1,053.00
2977	Optic Security Group NT	General Creditors	1,001.00
V01570	Sarah Louise Henderson	Elected Members	1,000.00
V03651	Danielle Eveleigh: (Main Account - BankSA)	Elected Members	1,000.00
V03910	Roger Chin	Grants, Sponsorships, Donations & Prizes	1,000.00
V04474	John Cusack	Refunds & Reimbursements	1,000.00
V05085	Stuart and JAime Cook	Refunds & Reimbursements	1,000.00
V04769	RV Welding and Fabrication Pty Ltd	General Creditors	968.00
V00074	Trafficwerx NT Pty Ltd	General Creditors	950.00
V05043	Lara Bronwen Grady	General Creditors	950.00
V05091	Thi Nguyet Has Nguyen	Refunds & Reimbursements	930.89
V02504	Signal Advantage Pty Ltd	General Creditors	927.08
353	Otis	General Creditors	922.05
V04126	Picture This NT	General Creditors	900.00
V05071	Kallista Boehme	Refunds & Reimbursements	900.00
V02605	QIT Plus Pty Ltd	General Creditors	880.00
V04294	Dream Impact Inspire Youth	General Creditors	825.00
V00271	NTIT (Fuji Xerox Business Centre NT)	General Creditors	805.27
V05012	Julie Hall T/A Team Aquarium	General Creditors	800.00
4735	Palmerston and Rural Party Hire	General Creditors	798.00
V00200	Red Earth Automotive Pty Ltd	General Creditors	782.00

COUNCIL AGENDA

Attachment 13.2.3.2

V04710	Sydney Tools Pty Ltd	General Creditors	780.25
2199	SBA Office National	General Creditors	767.91
30	Colemans Printing Pty Ltd	General Creditors	712.25
V02780	Daryl Dane Villamanca	Refunds & Reimbursements	700.00
V05039	Tom Rees	General Creditors	700.00
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	693.00
22	Norsign Pty Ltd	General Creditors	608.81
V00924	Now Leasing NT Rent Trust	Refunds & Reimbursements	600.00
5676	Royal Wolf Trading Australia Pty Ltd	General Creditors	587.91
V04531	Mulga Security Pty Ltd	General Creditors	585.75
V02563	Amcom Pty Ltd Acc no 68842	General Creditors	570.15
2186	Optus Billing Services Pty Ltd	General Creditors	540.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	535.70
4528	Miranda's Armed Security Officers Pty	General Creditors	506.00
V04541	Ava & Mya Kong (Parent: Terence Kong)	Grants, Sponsorships, Donations & Prizes	500.00
5410	Majestix Media Pty Ltd	General Creditors	484.00
V03141	Keil Maritime Pty Ltd	General Creditors	484.00
272	City Wreckers	General Creditors	462.00
V01850	Sam Eyles Refrigeration and Air Conditioning P/L	General Creditors	428.23
V01873	Aprile & Brett Willoughby	Grants, Sponsorships, Donations & Prizes	411.06
V04180	Australian Vietnamese Family Association Inc	Refunds & Reimbursements	375.00
35	WINC Australia Pty Limited	General Creditors	361.72
V03746	Kim Koole Music	General Creditors	350.00
V04624	Niesha Korman	General Creditors	320.00
4029	Totally Workwear Palmerston	General Creditors	284.00
V02285	Territory Native Plants	General Creditors	280.68
566	Stickers & Stuff	General Creditors	278.00
2915	Territory Uniforms	General Creditors	260.97
18	Integrated Land Information System	General Creditors	260.00
V01194	Hire A Hubby Darwin	General Creditors	260.00
5387	Odd Job Bob - Darren John Fillmore	General Creditors	253.00
V03194	Delaney Goodwin (Parent: Hannah Goodwin)	Grants, Sponsorships, Donations & Prizes	250.00
V03387	Skylah Rea (Parent: Matt Rea)	Grants, Sponsorships, Donations & Prizes	250.00
V03934	Mia Wilson	Grants, Sponsorships, Donations & Prizes	250.00
V04192	Ava Nicholls	Grants, Sponsorships, Donations & Prizes	250.00
V04470	Molly Suradi (Parent: Emma Suradi)	Grants, Sponsorships, Donations & Prizes	250.00
V04677	Sophie Waite (Parent: Melissa Waite)	Grants, Sponsorships, Donations & Prizes	250.00
V04983	Melanie Coombs T/A Wild Spirit Rising	General Creditors	250.00
V05079	Elisabeth Young	Grants, Sponsorships, Donations & Prizes	250.00
V05080	Lynette Phillips	Grants, Sponsorships, Donations & Prizes	250.00
V05081	Jeni Young	Grants, Sponsorships, Donations & Prizes	250.00
V05082	Mia Bromley	Grants, Sponsorships, Donations & Prizes	250.00
V05083	Julie Bromley	Grants, Sponsorships, Donations & Prizes	250.00
V05084	Even Johns	Grants, Sponsorships, Donations & Prizes	250.00
V05095	Rhiannon Harland (Parents M & D Harland)	Grants, Sponsorships, Donations & Prizes	250.00
V05097	Cassius Grenfell Mole (Parent: Alicia Grenfell)	Grants, Sponsorships, Donations & Prizes	250.00
V05098	Israel Pena (Parent: Ester Pena)	Grants, Sponsorships, Donations & Prizes	250.00
V05103	Jack Wickham	Grants, Sponsorships, Donations & Prizes	250.00
V05110	Sid Slugget (Parent: K O'Dea)	Grants, Sponsorships, Donations & Prizes	250.00
V05111	Celeste Franz Hoobin (Parent: Lynda Franz)	Grants, Sponsorships, Donations & Prizes	250.00
V05119	Milani Downie (Parent: Deanne Kamid)	Grants, Sponsorships, Donations & Prizes	250.00
V05122	Ashton Warfe (Parent: Nicola Harley)	Grants, Sponsorships, Donations & Prizes	250.00
V04343	Jaytex Construction	General Creditors	242.00
V00487	Flowers by Elise	General Creditors	240.00
V05074	On Point Creative NT	General Creditors	225.00
V04823	Early Childhood Australia NT	General Creditors	220.00
V03971	Darwin Catering Company	General Creditors	201.00
V04617	Mei-Jing Khoo	Refunds & Reimbursements	200.00
V04936	Puja & Cultural Association of NT (PACANT) INC	General Creditors	200.00
V05032	Tian-Shian Bai	General Creditors	175.00
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	162.36
V05116	Jasmine Miller	Refunds & Reimbursements	155.00
3313	Zip Print	General Creditors	154.00
V01708	SAM's Dance Studio	General Creditors	150.00
V02977	Myfanwy Powell T/A Darwin Bellydance	General Creditors	150.00
V03292	Blume Designs	General Creditors	143.00

COUNCIL AGENDA

Attachment 13.2.3.2

Vo5066	Lisa Blakeley	Refunds & Reimbursements	142.17
V00465	Relationships Australia NT Inc	Refunds & Reimbursements	125.00
V04614	Rajee Devaraju	Refunds & Reimbursements	125.00
V05025	John Derrington	Refunds & Reimbursements	125.00
V05096	Jennifer Desamito	Refunds & Reimbursements	125.00
V05099	Vamsi Koneru	Refunds & Reimbursements	125.00
V05106	Stephanie Marie Gust	Refunds & Reimbursements	125.00
V05121	Bilal Waheed	Refunds & Reimbursements	125.00
V04824	Supagas Pty Ltd	General Creditors	122.10
4977	Masterplan	General Creditors	121.62
V01810	Jacana Energy - Payroll Deductions	General Creditors	100.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	94.68
3428	Bunnings Group Limited	General Creditors	85.45
V05069	Viphavee Suthiphan	General Creditors	75.00
V04113	Angie Heriot	General Creditors	71.99
V05088	Jodi Holden	General Creditors	65.98
V04462	Rachael Topham	Refunds & Reimbursements	51.55
V04965	Jodie Whalan	Refunds & Reimbursements	51.55
V05077	Jewel Waldie	Refunds & Reimbursements	51.55
V05078	Susy Johnston	Refunds & Reimbursements	51.55
V05118	Stephanie Sampson	Refunds & Reimbursements	51.55
V05033	Sakineh Morhtari	General Creditors	50.00
V05034	Hakima Yawari	General Creditors	50.00
V05092	Jordan Houchen	Grants, Sponsorships, Donations & Prizes	50.00
V05094	Kylie Whittaker	Grants, Sponsorships, Donations & Prizes	50.00
V01938	Windcave Pty Limited	General Creditors	49.50
V05102	Eliza Shephard	Refunds & Reimbursements	30.00
V03992	Booktopia Pty Ltd	General Creditors	25.92
V05040	Ngoc Thuy Luong	General Creditors	25.00
V05041	Surjeet Kaur	General Creditors	25.00
V05089	Jeffrey Guilas	General Creditors	18.37
V02545	Amazon Web Services Inc	General Creditors	4.96
			2,502,180.03
Investments			-
Total Creditor Payments (excludes investments placed)			2,502,180.03
Total Payments made to Local suppliers this month			2,170,796.20
 Percentage of this month's payments made to local suppliers			86.76%
 _____ Approved by: Finance Manager			

SECTION 2

Financial Results

Creditor Accounts Outstanding as at 30 April 2024
% of year passed 83%

2.6 - Creditor Accounts Outstanding

Creditor No.	Creditor Name	Amount \$
1607	Sterling NT Pty Ltd	(47,505.34)
V04952	Tracks Inc	(366.30)
V00318	QuickSuper Clearing House	(206.74)
V02563	Amcom Pty Ltd Acc no 68842	570.15
4190	National Australia Bank - Corporate Credit Cards	
		40,637.53

(6,870.70)

Please note that Amcom Pty Ltd has a pending credit awaiting invoice matching in the system.

Please note that NAB credit relates to credit card end of Month automatic payments waiting for invoices to be entered after reconciliation are completed.

Please note QuickSuper Clearing House represents April Superannuation payments due for payment in May 2024.

Please note that all creditors are outstanding less than 30days



Approved by: Finance Manager

Section 2
Financial Results

Commercial Leases as at 30 April 2024
% of year passed 83%

2.7 - Commercial Leases

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Income						
Library Services	30,000	23,484	78%	25,000	94%	
GM Finance & Governance	69,474	55,315	80%	57,895	96%	
Civic Centre	140,000	135,739	97%	116,667	116%	1
Income	239,474	214,538	90%	199,562	108%	
Expenditure						
GM Finance & Governance	-12,463	-11,795	95%	-10,986	107%	
Expenditure	-12,463	-11,795	95%	-10,986	107%	
Profit/(Loss)	227,011	202,742		188,576		

Notes

1. The variance is due to higher monthly rental income than what was budgeted.


Approved by: Finance Manager

2.8 - Council Loans

Internal Loan

Making the Switch Balances	
1st Withdrawal June 2019	
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
Project Cost taken from FILOC	3,337,849
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
Repayments 2021/22	(321,849)
Repayments 2022/23	(330,299)
Loan Balance at 1/07/2023	2,172,085
Expected Loan Repayments for 2023/24	-338,971
Expected Loan Balance as at 30/06/2024	1,833,114

Making the Switch					
Principal as of 1/7/2023	Principal Loan Repayments for 2023-24	Principal Loan Repayments YTD	Interest for 2023-24	Interest YTD	Loan balance as of 30/04/2024
2,172,085	-338,971	-253,403	53,187	40,716	1,918,683

The above table shows the total loan amount taken from the FILOC Reserve. The interest rate is fixed at 2.60% for the duration of the loan and is paid on a quarterly basis. The loan repayments will end in 2029. The final loan value for this project is \$3,223,849 not including employee costs for the Public Lighting Officer. External Loan - Archer Landfill Rehabilitation Balances

External Loans

Archer Landfill Rehabilitation Balances (NAB)	
Total Loan Amount	1,960,000
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,223)
Repayments 2021/22	(234,634)
Repayments 2022/23	(241,037)
Loan Balance at 1/07/2023	1,034,692
Expected Loan Repayments for 2023/24	-248,082
Expected Loan Balance as at 30/06/2024	786,610

Archer Landfill Rehabilitation (NAB)					
Principal as of 1/7/2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD	Loan balance as of 30/04/2024
1,034,692	-248,082	-185,316	26,137	20,465	849,376

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2019 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan and is paid on a quarterly basis.

2.8 - Council Loans

SWELL (NAB)	
Total Loan Amount	5,000,000
Loan Balance at 31/12/2023	5,000,000
Expected Loan Repayments for 2023/24	187,500
Expected Loan Balance as at 30/06/2024	5,187,500

SWELL (NAB)					
Principal as of December 2023	Principal Loan Repayment For 2023/2024	Principal Loan Repayment YTD	Interest for 2023/2024	Interest YTD	Loan balance as of 30/04/2024
5,000,000	187,500	-125,000	140,360	72,849	4,875,000

The External Loan - SWELL is for a term of 20 years commencing 29 December 2023 and concluding 28 September 2043. The interest rate is variable for the duration of the loan and is paid on a quarterly basis.



Approved by: Finance Manager

COUNCIL AGENDA Attachment 13.2.3.2

Section 2 Financial Results

Elected Member Expenses 30 April 2024
% of year passed 83%

2.9 - Elected Member Expenses

	Revised Annual Budget \$	YTD Actuals \$	% YTD Actuals of Annual Budget	YTD Budget	% YTD Actuals of YTD Budget	Notes
Operating Expenditure						
Superannuation	0	-20,764	0%	0	0%	
Mayoral Allowance	-114,000	-85,888	75.34%	-94,962	90%	
Mayor Vehicle Allowance	-25,000	-10,890	43.56%	-20,825	52%	
Mayoral Professional Dev Allowance	-4,000	-4,000	100.00%	-4,000	100%	
Deputy Mayoral Allowance	-39,200	-24,455	62.39%	-32,654	75%	
Elected Members Councillor Allowances	-132,000	-103,062	78.08%	-109,956	94%	
Elected Members Professional Dev Allowance	-28,000	-2,089	7.46%	-23,324	9%	
Elected Members Meeting Allowance	-70,000	-53,500	76.43%	-58,310	92%	
Information Technology Capital Entitlement	-9,600	-2,962	30.85%	-7,997	37%	
Communications Entitlement	-6,400	0	0.00%	-5,331	0%	
Acting Mayor Allowance	0	-7,814	0%	0	0%	
Computer Hardware Expensed	0	-665	0%	0	0%	
Stationery & Office Consumables	-516	-61	11.84%	-422	14%	
Printing & Photocopying Costs	-2,062	-1,150	55.77%	-1,852	62%	
Furniture & Equipment expensed	-1,433	-271	18.91%	-1,147	24%	
Other Sundry Expenses	-7,857	-6,207	79.00%	-6,545	95%	
Food & Catering Costs	-11,085	-6,424	57.95%	-9,234	70%	
Course Seminar & Conference Registration	-10,557	-14,420	136.59%	-8,794	164%	1
Air Travel	-3,093	-2,979	96.30%	-2,577	116%	1
Travel Accommodation	-2,111	-9,051	428.76%	-1,759	515%	1
Travel Related Costs Other	-1,031	-852	82.62%	-859	99%	
Operating Expenditure	-467,945	-357,503	76.40%	-390,546	92%	

Note

1. The overspend is due to travel and accommodation costs not budgeted for.


Approved by: Finance Manager

Section 2
Financial Results

30 April 2024

83%

CEO Credit Card Transactions as at
% of year passed

2.10 - CEO Credit Card Transactions

Cardholder Name: Nadine Nilon
Cardholder Position: Acting CEO
Period Apr-24

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
8/04/2024	\$ 17.40	Woolworths Bakewell	Employee Departure - Farewell Catering
8/04/2024	\$ 135.00	Concept Baking	Employee Departure - Farewell Catering
Total	\$ 152.40		



Approved by: Finance Manager

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Major Capital Projects Update - May 2024
MEETING DATE:	Tuesday 21 May 2024
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

The purpose of this Report is to update Council on Major Capital Projects currently underway.

KEY MESSAGES

- Council has several major capital projects underway that have a planned, or contracted value, greater than \$1 million.
- This report provides an update to the status of Major Projects.
- The following projects have updates included as attachments of this report:
 - Driver Community Centre
 - Archer Waste Management Facility Upgrade
 - Zuccoli Community Hub – Future Stages
 - Enterprise Resource Planning Project (ERP)
- Updates on other relevant projects additional to those listed are also included within this report with updates, these include:
 - FiberSense
- 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 Update - May 2024 be received and noted.

BACKGROUND

Council has allocated \$26.6 million to the Capital Works Programs in 2023/24. These programs include a broad range of asset renewal programs along with major capital projects from planning and development stages to delivery.

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 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 are included as attachments to this report:

- Driver Community Centre **Attachment 13.2.4.1**
- Archer Waste Management Facility Upgrade **Attachment 13.2.4.2**
- Zuccoli Community Hub **Attachment 13.2.4.3**
- Enterprise Resource Planning Project (ERP) **Attachment 13.2.4.4**

Council is also progressing other relevant major capital works, as summarised below.

FiberSense

FiberSense uses underground fiber optic cables and technology to detect vibrations from machinery, vehicles, pedestrians and more. The vibrations are converted into data that City of Palmerston (CoP) will be able to use for planning and improvements to the city. A total of 60km of fiber optic cable has been laid throughout Palmerston Central Business District (CBD) and Tiger Brennan Drive.

The Digital Asset system is live and is able to be used to receive alerts of disruption (i.e. digging) near the fibre which is then cross-referenced with issued works permits where required. The Digital City system is under development, with the first phase relating to traffic counts and congestion in a testing phase of its deployment. It's anticipated that this phase will be completed and 'live' in the new financial year. Future phases are being road-mapped and will include pedestrians and parking.

CONSULTATION AND MARKETING

Consultation occurs as relevant to each project and its status.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The projects are being delivered within the 2023-24 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. City of Palmerston is actively working with relevant consultants and contractors to bring these projects to practical completion.

This Report addresses the following City of Palmerston Strategic Risks:

2. Financial Sustainability

Failure of Council to be financially sustainable to deliver key services and infrastructure for the community.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

The Community Infrastructure Plan, Inclusive, Diverse and Assessable Policy Framework, Disability Inclusion and Access Plan and Environmental Sustainability is considered as part of each projects design development and implementation.

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. Driver Community Centre [13.2.4.1 - 3 pages]
2. Archer Waste Management Facility Upgrade [13.2.4.2 - 2 pages]
3. Zuccoli Community Hub [13.2.4.3 - 2 pages]
4. Enterprise Resource Planning Project (ER P) [13.2.4.4 - 1 page]



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DRIVER COMMUNITY CENTRE

May 2024 Update

Project Overview

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

Estimated Construction Budget: \$3.0 million

Funding Source(s):

- Design - City of Palmerston - \$250,000
- Construction - To be determined.

Anticipated Completion Date:

- Design - July 2024
- Construction - To be determined once funding has been finalised.

Contractor: Design - GHD Woodhead

Status Update

Percentage Complete: 70% Design

Actual Costs to Date (design): \$102,409.00

Works to Date Summary:

A public quotation process was undertaken for the provision of Needs Assessment and preliminary design. The contract was awarded to GHD in October 2022. The Needs Assessment and the preliminary design was completed in 2023. GHD are now progressing the detailed design and construction documentation stages, including 3D renders for consultation purposes. The cost for the project based on the preliminary design is estimated at \$3 million.

Community consultation occurred following the preliminary design and the recommendations for inclusion into the final design were endorsed by Council at the Ordinary Council Meeting 12 December 2023.

The detailed design is now progressing, with completion of design scheduled for June 2024.

The design includes a total internal floor area of 353 square metres, with a total internal occupancy of 100 users across three spaces (pods), each with adjacent outdoor space.

Room	Usable area	Storage area	Occupancy
Pod 1	71	10	20
Pod 2	80	9	30
Pod 3	111	6	50
General storage	N/A	14	N/A
Kitchen facilities	13	N/A	N/A



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DRIVER COMMUNITY CENTRE

May 2024 Update



Site Layout



Conceptual Design



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DRIVER COMMUNITY CENTRE

May 2024 Update



Conceptual Design



Conceptual Design

Upcoming Works:

Detailed design is underway, including structural, services and landscaping to provide for planning approvals, building permit and cost estimate refinement and development of construction documentation.

Project Risks:

The current cost estimates are based on current costs and the preliminary design. As the design is finalised, estimates can be refined however as funding for construction is not secured at this time, the actual cost of the project will be dependent on the market at the time of tendering.



ARCHER WASTE MANAGEMENT FACILITY UPGRADE

May 2024 Update

A Place for People

Project Overview

Summary: Upgrade of the Archer Waste Management Facility (AWMF) includes design and construction of a new recycling area, including a cardboard compactor and an undercover general waste push-pit area to improve safety and functionality.

Website Link: <https://palmerston.nt.gov.au/operations/major-projects/archer-waste-management-facility-awmf-upgrade>

Project Budget: \$1,800,000

Funding Source(s):

Waste and Recycling Facility Upgrade Works	City of Palmerston	\$1,200,000
	Northern Territory Government	\$400,000 Priority Infrastructure Fund
Cardboard Compactor	City of Palmerston	\$100,000
	Northern Territory Government	\$100,000 NT Recycling Modernisation

Completion Date(s):

- Gatehouse Relocation – June 2024
- Cardboard Compactor installation and commissioning – October 2024
- Recycling area stage – Dry season 2024
- Remaining stages – 2024/25

Status Update

Percentage Complete: Design 90% complete for Stage 2 (recycling area, including cardboard compactor)

Gatehouse Redevelopment Contract Sum: \$262,663.90

Actual Costs to Date (claims approved): 0 or 0% of contract sum.

Approved Cost Variations: 0%

Works to Date Summary:

Design works are continuing for the recycling area and transfer station. The design development is being driven by the complexities of the site, the need to maintain operations during construction and the final design being able to be delivered within the budget. Works progressed this month:

- Cardboard compactor procurement is completed and delivery is expected July 2024. Installation and commissioning is expected to be completed by October 2024.
- Contract for the gatehouse redevelopment and civil works was awarded to M&J Builders. Works commenced on site 10 April. Underground services for the new gatehouse location have been installed, with preparation of road works re-alignment underway.



ARCHER WASTE MANAGEMENT FACILITY UPGRADE

May 2024 Update

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Archer Gatehouse Relocation Siteworks

Upcoming Works:

- Gatehouse redevelopment and civil works expected to be completed in June.
- Community consultation has commenced regarding works on site.
- Progress and completion of detailed design for all remaining stages.
- Review and update of AWMF Upgrade Communications Strategy based on project staging.

Key Risks:

The complexity of the site and availability of design consultants and internal resources to progress the project has led to delays. Cost escalation presents as a project risk, and this is being managed through design and scope review.

The AWMF is highly utilised by the City of Palmerston residents and community engagement and consultation is critical to project success. There is a potential risk of community dissatisfaction during the project construction phase. This is being mitigated through the establishment of a temporary waste transfer facility during construction and communication strategy.



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ZUCCOLI COMMUNITY HUB

May 2024 Update

Project Overview

Summary: The Master Plan for the Zuccoli Community aims to provide an integrated multi-purpose community precinct to meet open space, recreation and community needs for the rapidly growing Zuccoli community and wider City of Palmerston. The project has been divided into a minimum of three stages;

- Stage 1 dog park featuring water play amenities, public restroom facilities - Complete
- Stage 2 pump track, nature/sensory walking trail – Current stage
- Future stages – skate park, basketball court, community buildings including community centre, library, playground, gardens

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

Estimated Total Budget: \$30 million

Current Stage Funding Source(s):

- City of Palmerston - \$675,571
- Federal Government – \$411,889 LRCI (Local Roads & Community Infrastructure) – Walking Trail
- Northern Territory Government - \$250,000 – Pump Track

Completion Date:

- Civil Design – June 2024
- Construction – late 2024

Contractor: Civil Design - Stantec

Status Update

Percentage Complete: 90% Civil Design

Actual Costs to Date (design): \$54,015.00

Works to Date Summary:

The civil design for all stages has been completed to enable tenders to be prepared for the Stage 2 works. The completed design also includes the earthworks required for future stages. The master plan of the community hub has informed the civil design, with all elements able to be developed on the site. As the site does have a natural grade from the road towards the dog park, and creek, the levels have been designed to maximise accessibility whilst also being used to define the spaces.

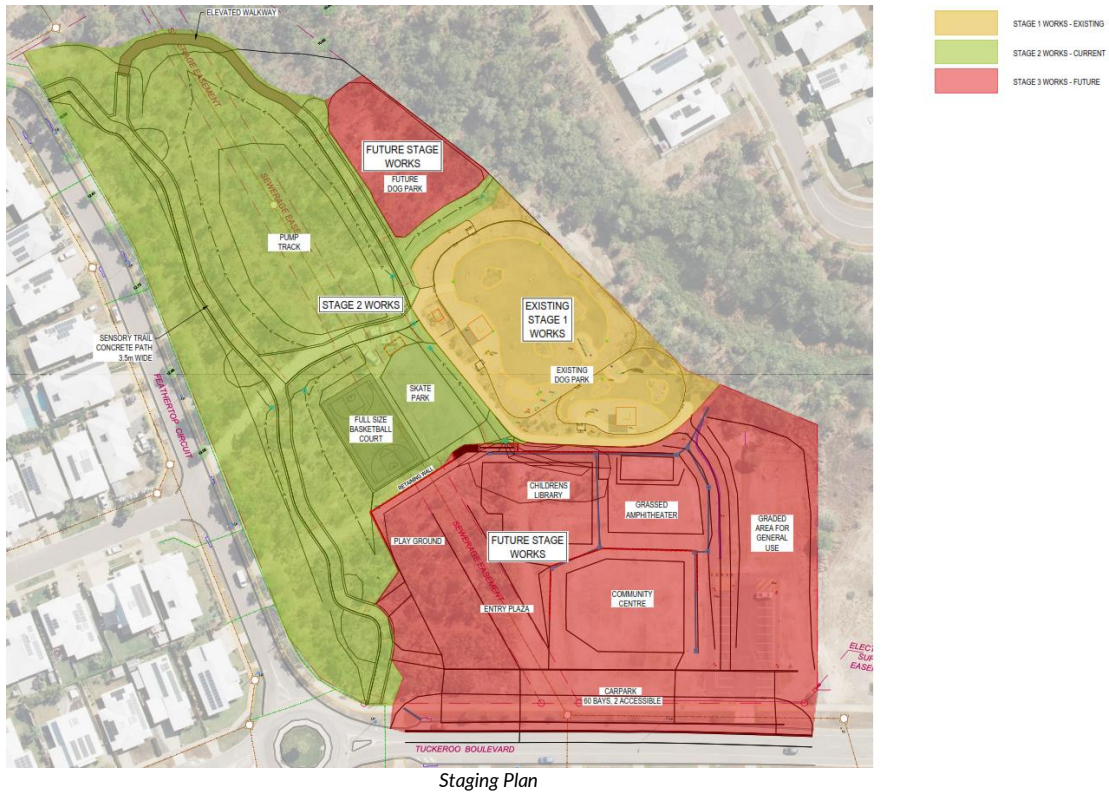
The civil design, including earthworks and stormwater, will be used to inform the design and construction of the projects included in stage two, for the sensory walking trail and the pump track. The image below shows the Stage 2 works as including the basketball court and skate park, these are not currently funded for completion based on budget estimates, however the earthworks and site preparation will occur as part of Stage 2.

ZUCCOLI COMMUNITY HUB

May 2024 Update



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Upcoming Works:

- Civil design completion including stormwater modelling
- Finalisation and release Pump Track and Walking Trail design and construct tender in June 2024

Project Risks:

The estimated budgets are based on concept designs and high-level estimates. The tenders will inform the final cost requirements and where required, additional funds or staging of activities will occur.



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ENTERPRISE RESOURCE PLANNING PROJECT

May 2024 Update

Project Overview

Summary: The City of Palmerston (CoP) requires an effective system capable of delivering efficient and quality services to the community while meeting the organisation's internal corporate needs. An enterprise Resource Planning (ERP) Project has been identified to enable a strategic approach to Council's systems.

Project Budget: \$2 million (over 3 financial years)

Funding Source(s): City of Palmerston

Completion Date: 2026

Contractor: Project Management Support - Information Professionals Group (IPG)

Status Update

Percentage Complete: 10%

Actual Costs to Date (consultancy): \$117,322

Works to Date Summary:

CoP currently uses several systems to meet its core operational requirements, some of which have partial integration, and most operate independently. While the systems are updated regularly and meet compliance requirements, the limited integration impacts business processes.

A gap analysis of existing systems was completed in 2022 and is being used to form the basis of the project priorities and deliverables. In November 2023, a specialist consulting group was engaged to lead the delivery of the project, including gap analysis review, project planning, tender documentation and change management coordination. An internal Project Control Group (PCG) has been established to oversee the project, including resourcing requirements.

The project is in the development stage. Initial processes reviews, identification of project risks, and preliminary consultation with stakeholders have occurred. These will inform the finalisation of the project documentation.

Upcoming Works:

The current priority is the finalisation of project documentation to enable the tender documentation to be prepared. The current project schedule is.

- Project documentation finalisation – May 2024
- Tender development, legal and probity review – mid 2024
- Tender advertising and award – mid 2024
- Implementation aligning with change management plan – late 2024.

Project Risks:

Risk management is an important part of the project development. A risk assessment is being prepared, noting that change management is a key risk that has been identified and critical to the project's success.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Community Safety Advisory Committee Minutes - 14 May 2024
MEETING DATE:	Tuesday 21 May 2024
AUTHOR:	Executive Assistant to General Manager Community, Georgina Davies
APPROVER:	General Manager Community, Konrad Seidl

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

PURPOSE

This Report seeks Council approval of the recommendations from the Community Safety Advisory Committee meeting held on Tuesday 14 May 2024.

KEY MESSAGES

- Community Safety is a priority for City of Palmerston and the Community Safety Advisory Committee is an avenue for Council and community to maintain awareness on current issues and actions to support a safer community.
- The Community Safety Advisory Committee met on Tuesday 14 May 2024.
- The Advisory Committee agenda and unconfirmed minutes are available for viewing on Council's website.
- The Northern Territory Police provided an overview of operations and interagency coordination.
- The Advisory Committee considered three (3) items relating to the Community Safety Network Meeting, the Animal Management By-Laws and community safety works undertaken by the City of Palmerston.

RECOMMENDATION

1. THAT Report entitled Community Safety Advisory Committee Minutes - 14 May 2024 be received and noted.
2. THAT the unconfirmed Community Safety Advisory Committee minutes provided as **Attachment 13.2.5.1** to report entitled Community Safety Advisory Committee Minutes - 14 May 2024 be received and noted.

BACKGROUND

The Community Advisory Committees have been established to provide strategic advice to Council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committees will assist Council to identify, articulate and respond appropriately to new and emerging issues.

As per the *Northern Territory Local Government Act 2019 (the Act)* and the *Terms of Reference*, the Committees are advisory in nature with no delegated authority and are intended to inform and make recommendations to Council on Committee related issues.

DISCUSSION

The Community Safety Advisory Committee meeting was held on Tuesday 14 May 2024 with the unconfirmed minutes provided at **Attachment 13.2.5.1**.

The Advisory Committee reviewed three (3) Receive and Note Reports *Safe Community - Network Update*, *Animal Management By-Laws*, and *Infrastructure Safety Update*.

The Community Safety Advisory Committee was joined by Northern Territory (NT) Assistant Commissioner Janelle Tonkin and Regional Manager – Northern, Michael Soler from the Territory Community Safety Coordination Centre. An overview of the review and into Policing and progress related to investment, policing numbers, resourcing, and capabilities was provided to the Committee.

Assistant Commissioner Janelle Tonkin addressed concerns regarding liquor licensing in the NT and the regulation of licensing responsibilities. Regional Manager Michael Soler gave an in-depth overview of the Coordination Centre and the multi-agency collaboration on issues in Local Government Areas and communities in the NT.

Committee Member Superintendent Funnell provided an overview and update on policing operations within City of Palmerston and an update on crime statistics.

The Committee acknowledged staff involved in the work toward the Animal Management By-Laws and Animal Management Policy.

The Agenda from this meeting is available for viewing on Council's website.

CONSULTATION AND MARKETING

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

The facilitation of this Committee and this report, addresses the following City of Palmerston Strategic Risks:

1. **Community Safety**
Failure of Council to effectively plan and deliver its role in community safety.
6. **Governance**
Failure to effectively govern.

STRATEGIES, FRAMEWORK AND PLANS IMPLICATIONS

This report relates to the *Inclusive, Diverse & Accessible Policy Framework* due Council's engagement to the community in bringing people together with diverse perspectives that increase the inclusiveness, diversity and accessibility of culture, services, and operations.



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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

1. 20240514 - UNCONFIRMED Community Safety Advisory Committee Minutes - 14 May 2024
[13.2.5.1 - 5 pages]



MINUTES

Community Safety Advisory Committee Meeting

Tuesday 14 May 2024

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

Council business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au

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COMMITTEE MINUTES

Minutes of Community Safety Advisory Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 14 May at 5:30pm.

PRESENT

COMMITTEE MEMBERS	Councillor Damian Hale (Chair) Councillor Lucy Morrison (Member) Mayor Athina Pascoe-Bell (Ex-officio) Superintendent Meghan Funnell, Northern Territory Police Sharon Binns, Senior Community Member Representative Brandon Evans, Department of the Chief Minister and Cabinet Representative (Proxy for Sarah Gotch)
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager Community, Konrad Seidl Minute Secretary, Georgina Davies
GALLERY	Janelle Tonkin, Assistant Commissioner Michael Soler, Regional Manager - Northern - Territory Community Safety Coordination Centre Kate Chambers, Tasmanian Police Commander

Initials: _____

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 14 MAY 2024

28



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COMMITTEE MINUTES

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

Moved: Councillor Morrison
Seconded: Mayor Pascoe-Bell

1. THAT the apology received from Fran Ramsey for 14 May 2024 be received and noted.
2. THAT the apology received from Councillor Garden for 14 May 2024 be received and noted.

CARRIED CSAC10/47 – 14/05/2024

3.2 Leave of Absence Previously Granted

Moved: Councillor Hale
Seconded: Mayor Pascoe-Bell

THAT it be noted Sarah Gotch will be on leave of absence as previously granted on 26 March 2024, for the period of 12 April 2024 to 12 June 2024 inclusive.

CARRIED CSAC10/48 – 14/05/2024

3.3 Leave of Absence Request

Nil

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil

4.2 Staff

Nil

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Councillor Morrison
Seconded: Meghan Funnell

THAT the Minutes of the Community Safety Advisory Committee Meeting held on Tuesday 26 March 2024 pages 22 to 27 be confirmed.

CARRIED CSAC10/49 – 14/05/2024

Initials: _____

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 14 MAY 2024

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COMMITTEE MINUTES

5.2 Business Arising from Previous Meeting

Nil

6 DEPUTATIONS AND PRESENTATIONS

Moved: Sharon Binns
Seconded: Mayor Pascoe-Bell

THAT the presentation by Superintendent Meghan Funnell, Regional Manager Michael Soler, Assistant Commissioner Janelle Tonkin be received and noted.

CARRIED CSAC10/50 - 14/05/2024

Michael Soler, Janelle Tonkin and Brandon Evans left the meeting at 6.30pm.

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

Nil

8.2 Receive and Note Reports

8.2.1 Safe Communities - Network Update

Moved: Mayor Pascoe-Bell
Seconded: Councillor Morrison

THAT Report entitled Safe Communities - Network Update be received and noted.

CARRIED CSAC10/51 - 14/05/2024

8.2.2 Animal Management By-Laws

Moved: Sharon Binns
Seconded: Councillor Morrison

1. THAT Report entitled Animal Management By-Laws be received and noted.
2. THAT The Community Safety Advisory Committee noted to congratulate and thank staff for efforts in the By-laws implementation.

CARRIED CSAC10/52 - 14/05/2024

Initials: _____



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COMMITTEE MINUTES

8.2.3 Infrastructure Safety Update

Moved: Councillor Morrison
Seconded: Sharon Binns

THAT Report entitled Infrastructure Safety Update be received and noted.

CARRIED CSAC10/53 - 14/05/2024

9 INFORMATION AND CORRESPONDENCE

9.1 Information

Nil

9.2 Correspondence

Nil

10 GENERAL BUSINESS

Nil

11 NEXT COMMITTEE MEETING

Moved: Mayor Pascoe-Bell
Seconded: Sharon Binns

THAT the next Community Safety Advisory Committee Meeting of Council be held on Tuesday, 13 August 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED CSAC10/54 - 14/05/2024

12 CLOSURE OF MEETING

Moved: Mayor Pascoe-Bell
Seconded: Sharon Binns

THAT the meeting of the Community Safety Advisory Committee held in Council Chambers, Civic Plaza, Palmerston on 14 May 2024 closed at 6:50pm.

CARRIED CSAC10/55 - 14/05/2024

The Chair declared the meeting closed at 6:50pm.

Chair

Print Name

Date

Initials: _____

MINUTES COMMUNITY SAFETY ADVISORY COMMITTEE MEETING - 14 MAY 2024

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14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 4 June 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 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.

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



MINUTES

1st Ordinary Council Meeting Tuesday 7 May 2024

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

Council business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au

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COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 7 May 2024 at 5:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Ben Giesecke
Councillor Amber Garden
Councillor Danielle Eveleigh
Councillor Lucy Morrison
Councillor Mark Fraser
Councillor Sarah Henderson

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer, Amelia Vellar
General Manager Infrastructure, Nadine Nilon
General Manager Finance and Governance, Wati Kerta
General Manager Community, Konrad Seidl
Minute Secretary, Jodi Holden

GALLERY

One member of the public
Three members of staff

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

11319



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COUNCIL MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

The Chair declared the meeting open at 5.31pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Fraser
Seconded: Councillor Garden

THAT the apology received from Councillor Hale for 7 May 2024 be received and noted.

CARRIED 10/1311 – 7/05/2024

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Moved: Councillor Fraser
Seconded: Councillor Eveleigh

1. THAT the leave of absence received from Councillor Hale for 29 April to 1 May 2024 inclusive be received and noted.
2. THAT the leave of absence received from Councillor Morrison for 24 May to 26 May 2024 inclusive be received and noted.
3. THAT the leave of absence received from Councillor Eveleigh for 30 April to 5 May 2024 inclusive be received and noted.

CARRIED 10/1312 – 7/05/2024

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Eveleigh
Seconded: Deputy Mayor Giesecke

1. THAT the Declaration of Interest received from Councillor Eveleigh for Item 13.1.1 be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

11320



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COUNCIL MINUTES

2. THAT the Declaration of Interest received from Councillor Morrison for Item 13.1.2 be received and noted.

CARRIED 10/1313 - 7/05/2024

5.2 Staff

Moved: Councillor Henderson
Seconded: Councillor Garden

THAT the Declaration of Interest received from Luccio Cercarelli, Chief Executive Officer for Item 25.1.1 - Confidential Restricted be received and noted.

CARRIED 10/1314 - 7/05/2024

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Councillor Morrison
Seconded: Deputy Mayor Giesecke

THAT the Minutes of the Council Meeting held on 16 April 2024 pages 11304 to 11314 be confirmed.

CARRIED 10/1315 - 7/05/2024

6.2 Business Arising from Previous Meeting

Nil

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Darwin Festival in Palmerston Proposal

Moved: Councillor Eveleigh
Seconded: Deputy Mayor Giesecke

1. THAT Report entitled Darwin Festival in Palmerston Proposal be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

11321



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COUNCIL MINUTES

2. THAT Council approve the sponsorship proposal from Darwin Festival at a cost of \$150,000 excluding GST per annum for 2024 and 2025 in Palmerston as per **Attachment 25.1.1.1**.
3. THAT the Council Decision relating to the Report entitled Darwin Festival in Palmerston Proposal be moved to the Open Minutes following official announcement by Darwin Festival of their calendar of events.

CARRIED 10/1196 – 6/02/2024

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Moved: Councillor Garden
Seconded: Deputy Mayor Giesecke

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
23.1	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
23.2	External Presentation Request	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.1.1	Matters Relating to Council Staff and or Elected Members	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(a) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to,

Initials: _____



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COUNCIL MINUTES

		information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
25.2.1	Council Project Initiative	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

CARRIED 10/1316 - 7/05/2024

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

Councillor Eveleigh left Chambers at 5.37pm.

13.1.1 Community Benefit Scheme - Walking Off the War Within

Moved: Councillor Henderson
Seconded: Deputy Mayor Giesecke

1. THAT Report entitled Community Benefit Scheme - Walking Off the War Within be received and noted.
2. THAT Council approves a one-off \$2,000 sponsorship payment for the Walking Off the War Within September 2024 Event, to be funded from the Community Benefit Scheme as detailed in Report entitled 13.1.1 Community benefit Scheme - Walking Off the War Within.

CARRIED 10/1317 - 7/05/2024

Councillor Eveleigh returned to Chambers at 5.39pm.

Initials: _____



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COUNCIL MINUTES

Councillor Morrison left Chambers at 5.39pm.

13.1.2 Community Benefit Scheme - Palmerston Golf and Country Club request to defer 2023/24 sponsorship

Moved: Councillor Garden
Seconded: Councillor Henderson

1. THAT Report entitled Community Benefit Scheme - Palmerston Golf and Country Club request to defer 2023/24 sponsorship be received and noted.
2. THAT Council approve an amendment to the Palmerston Golf and Country Club Memorandum of Understanding to defer the annual \$30,000 sponsorship payment from the 2023/24 financial year to 2025/26 keeping all other conditions of funding the same.

CARRIED 10/1318 - 7/05/2024

Councillor Morrison returned to Chambers at 5.40pm.

13.1.3 Final Adoption of the Palmerston Animal By-Laws

Moved: Councillor Garden
Seconded: Councillor Fraser

1. THAT Report entitled Final Adoption of the Palmerston Animal By-Laws be received and noted.
2. THAT Council authorises the implementation of the Palmerston Animal Management By-Laws as at **Attachment 13.1.3.1** to commence on 1 July 2024.
3. THAT Council, pursuant to Section 40 (1) of the *Local Government Act 2019* hereby delegates to the Chief Executive Officer the power to sign the Palmerston Animal Management By-Laws 2024 being **Attachment 13.1.3.1** as required by *Local Government Act 2019*, the *Interpretation Act 1978* and any other required legislation and undertake necessary actions for its implementation on 1 July 2024.
4. THAT the Council write to the Northern Territory Legislative Assembly Chief Minister providing a copy of the signed City of Palmerston (Animal Management) By-Laws 2024 for the purpose of Gazettal.

CARRIED 10/1319 - 7/05/2024

13.1.4 Vibrant Economy Advisory Committee Minutes - 29 April 2024

Moved: Councillor Fraser
Seconded: Deputy Mayor Giesecke

1. THAT Report entitled Vibrant Economy Advisory Committee Minutes - 29 April 2024 be received and noted.

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

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COUNCIL MINUTES

2. THAT the unconfirmed Vibrant Economy Advisory Committee Minutes provided as **Attachment 13.1.4.1** to report entitled Vibrant Economy Advisory Committee Minutes - 29 April 2024 be received and noted.
3. THAT Council endorse the proposed recommendations from the Palmerston Vibrant Economy Advisory Committee meeting held on 29 April 2024, being:
 - a. THAT Council endorse the reviewed Terms of Reference for the Vibrant Economy Advisory Committee as **Attachment 13.1.4.3**.
4. THAT Council endorse the Vibrant Economy Advisory Committee Meeting Schedule as follows:
 - a. 5:30pm Monday 29 April 2024 in Council Chambers
 - b. 5:30pm Monday 22 July 2024 in Council Chambers
 - c. 5:30pm Monday 21 October 2024 in Council Chambers

CARRIED 10/1320 - 7/05/2024

13.2 Receive and Note Reports

13.2.1 Social Media Strategy Review 2022-2023

Moved: Councillor Morrison
Seconded: Councillor Garden

THAT Report entitled Social Media Strategy Review 2022-2023 be received and noted.

CARRIED 10/1321 - 7/05/2024

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

14.2.1 Department of the Chief Minister and Cabinet - Social Media Information sheet and Social Media Guide

Moved: Councillor Morrison
Seconded: Councillor Fraser

THAT correspondence dated 15 March 2024 14.2.1 entitled Department of the Chief Minister and Cabinet - Social Media Information sheet and Social Media Guide be received and noted.

CARRIED 10/1322 - 7/05/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

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COUNCIL MINUTES

14.2.2 Department of Territory Families, Housing and Communities - Transfer of Public Housing Tenancies to Community Housing Provider

Moved: Councillor Henderson
Seconded: Councillor Garden

THAT correspondence dated 23 April 2024 14.2.2 entitled Department of Territory Families, Housing and Communities - Transfer of Public Housing Tenancies to Community Housing Provider be received and noted.

CARRIED 10/1323 - 7/05/2024

15 REPORT OF DELEGATES

Nil

16 QUESTIONS BY MEMBERS

Moved: Councillor Henderson
Seconded: Councillor Eveleigh

1. THAT the question asked by Councillor Henderson regarding Mealy Bug infestation in Palmerston, and the response provided by the Chief Executive Officer be received and noted.
2. THAT the question asked by Councillor Morrison regarding Durack Lakes fishing for turtles be taken on notice by the Chief Executive Officer.

CARRIED 10/1324 - 7/05/2024

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Garden
Seconded: Councillor Morrison

THAT the next Ordinary Meeting of Council be held on Tuesday, 21 May 2024 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED 10/1325 - 7/05/2024

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Deputy Mayor Giesecke

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.

CARRIED 10/1326 - 7/05/2024

Initials: _____

MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

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COUNCIL MINUTES

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6.01pm for the discussion of confidential matters.

The closed section of the meeting reopened at 6.01pm.

The Chair declared the meeting closed at 7.26pm.

Chair

Print Name

Date

Initials:
MINUTES ORDINARY COUNCIL MEETING - 7 MAY 2024

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MINUTES

Special Council Meeting Wednesday 8 May 2024

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

Council business papers can be viewed on the City of Palmerston website www.palmerston.nt.gov.au

'A Place for People'



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COUNCIL MINUTES

Minutes of Special Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Wednesday 8 May 2024 at 5:30pm.

PRESENT

ELECTED MEMBERS	Mayor Athina Pascoe-Bell (Chair) Councillor Amber Garden Councillor Damian Hale Councillor Mark Fraser Councillor Sarah Henderson
STAFF	Chief Executive Officer, Luccio Cercarelli General Manager Infrastructure, Nadine Nilon General Manager Finance and Governance, Wati Kerta General Manager Community, Konrad Seidl Minute Secretary, Kate Roberts
GALLERY	Nil

Initials:

MINUTES SPECIAL COUNCIL MEETING - 8 MAY 2024

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COUNCIL MINUTES

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 5.34pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Councillor Garden
Seconded: Councillor Hale

1. THAT the apology received from Councillor Eveleigh for 8 May 2024 be received and noted.
2. THAT the apology received from Deputy Mayor Giesecke for 8 May 2024 be received and noted.
3. THAT the apology received from Councillor Morrison for 8 May 2024 be received and noted.

CARRIED 10/1334 – 8/05/2024

3.2 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil

5.2 Staff

Nil

Initials: _____

MINUTES SPECIAL COUNCIL MEETING - 8 MAY 2024

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COUNCIL MINUTES

6 CONFIDENTIAL ITEMS

6.1 Confidential Items

Moved: Councillor Fraser
Seconded: Councillor Henderson

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
10.1.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
10.1.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
10.1.3	Council Project Initiative	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i> , which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

CARRIED 10/1335 – 8/05/2024

7 OFFICER REPORTS

7.1 Action Reports

Nil

Initials: _____

MINUTES SPECIAL COUNCIL MEETING - 8 MAY 2024

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COUNCIL MINUTES

7.2 Receive and Note Reports

Nil

8 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser
Seconded: Councillor Garden

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.

CARRIED 10/1336 – 8/05/2024

The open section of the meeting closed at 5.37pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6.16pm.

Chair

Print Name

Date

Initials:
MINUTES SPECIAL COUNCIL MEETING - 8 MAY 2024

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