



Australian Government  
National Capital Authority

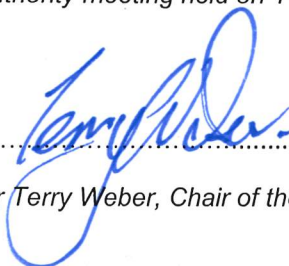
# NATIONAL CAPITAL AUTHORITY

Authority Meeting A2021/6

14 December 2021

Public Record

*I endorse this Public Record of the  
Authority meeting held on 14 December 2021*

  
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*Mr Terry Weber, Chair of the National Capital Authority*

This document is a public record of the National Capital Authority meeting held on 14 December 2021. As some matters discussed at Authority meetings are personal, privileged and/or confidential, this record follows but does not represent the formal minutes of the meeting.

## **Administration and Governance**

The following Authority Members attended the meeting: Mr Terry Weber (Chair), Mr Dennis Richardson, Ms Jenny Smithson, Mr James Willson and Ms Sally Barnes (Chief Executive).

This meeting was the Authority's sixth regular meeting for 2021.

The Authority attended to the standard administrative and governance processes for the meeting including disclosing and managing any conflicts of interest, finalising the minutes and public record of the previous meeting, and reviewing the status of action items from earlier meetings.

The Authority discussed the status of the Raising London Circuit and associated developments and asked the NCA write to the City Renewal Authority to reinforce the specific requirements of the National Capital Plan in relation to future developments near Vernon Circle.

## **Key Governance Matters**

The Authority received and considered a report on the NCA's key governance matters covering work health and safety (WHS), risk management, planning and performance, and governance and compliance, and a summary of the most recent meeting of the NCA Audit Committee.

The Authority noted and discussed aspects of the presented report, including recent incidents and recent WHS initiatives and developments, and noted the planning and performance update.

The Authority discussed the NCA Strategic Risk Register and Treatment Plan and made suggestions to update and respond to risks.

The Authority endorsed a revised Authority Charter and delegation instruments for specified Authority powers under the *Australian Capital Territory (Planning and Land Management) Act 1988*. The Authority also endorsed revised NCA Accountable Authority Instructions (AAIs).

The Authority noted the summary of the most recent meeting of the NCA Audit Committee including a recently completed internal audit on the NCA's works approval processes. The Authority asked that Works Approval operational guidelines be prepared in accordance with the recommendations made in the audit, which reflects the role of the Authority in that process.

## **Finance Report**

The Authority received and discussed the presented finance report, which included the NCA's financial position for the financial year to 31 October 2021, key financial issues, and strategic procurement work. The report was supplemented by a verbal update on the financial position to end-November 2021.

NCA officers noted financial aspects of capital works, updates being made in the context of the Mid-Year Economic and Fiscal Outlook (MYEFO), and the status of insurance claims.

The Authority noted a forthcoming budget review would examine current budget variations, including for flood operations, and revenue from leasing.

The Authority discussed and provided direction and advice on funding proposals to be considered by the Government.

### **Works Approval Report**

NCA officers presented the Works Approval Report, which included an update on current and upcoming works approval applications, and recent processing performance.

The Authority discussed a number of the current proposals and developments, including a proposal at Anzac Park East, issues being identified in public consultations on the proposal to raise London Circuit and the relevant provisions of the National Capital Plan in relation to potential proposed and potential development near City Hill and along Commonwealth Avenue.

The Authority discussed recent processing rates and how the NCA was managing current challenges. The Authority asked for some further detail in presented reports.

### **Strategic Planning Report**

NCA officers presented the Strategic Planning Report, which provided an overview of current key strategic planning work.

The Authority noted and discussed some of the projects in the report, including providing input and direction.

### **Major Projects Report**

NCA officers introduced the Major Projects Report, which sets out status and details of current major projects being undertaken by the NCA.

The Authority discussed the status and relevant issues on several projects including Commonwealth Avenue Bridge, Regatta Point, and Kings Park. The Authority asked the NCA to give priority to looking to finalise a few outstanding projects and to the roll-out of wayfinding signage.

NCA officers updated the Authority on progress in commemorative sculptures – the Authority welcomed the new additions and discussed ways to include them on tourist walks and similar uses. The Authority also discussed possible future subjects.

### **Forward Agenda**

The Authority noted the current forward agenda for its 2022 meetings. No additional conflicts of interest for agenda items for these meetings were identified at this time (aside from those already identified and being managed).

### **Presentation – National Capital Marketing Strategy & NCA Website Update**

The Authority received a presentation from NCA officers on the National Triangle brand market strategy including the launch of the new NCA website.

The Authority discussed the importance of a national focus and emphasising the unique aspects of the National Capital. The Authority made suggestions to improve the campaign and the NCA website presentation and content. The Authority also suggested ways of capturing and using information from website users.



## **Chief Executive Report**

The Authority received a report from the Chief Executive covering a range of strategic and human resource matters.

The Authority discussed aspects of the report including next steps in advancing the seaplanes proposal and planned return to work arrangements.

## **North Curtin Diplomatic Estate Preliminary Design**

NCA officers presented a paper providing the Authority with an update on the North Curtin diplomatic estate, including preliminary design and costings completed by the consultant team.

The paper and attached extracts from the Preliminary Design report provided substantial detail on the potential development of the estate, including on trees, heritage, ecological, contamination, geotechnical and bushfire aspects. The paper also provided preliminary costings for civil works required to develop the site.

The Authority noted the paper and its assessments and asked for further detail on the potential demand for diplomatic sites.

## **Horticultural Renewal Rolling Program**

NCA officers introduced a paper providing the Authority with a proposed direction to progress horticultural renewal on the National Capital Estate.

The Authority noted the paper and the importance of the program of work. The Authority endorsed the Horticultural Renewal Rolling Program.

## **Estate Report**

The Authority received and noted the Estate Management Report, which provided an update on key estate management projects and operational issues.

## **Media and Communications Report**

The Authority received and noted the Media and Communications Report, which included current and upcoming media and communication activities. The Authority noted the possible use of the Linked In application to promote the NCA and its work, and to attract interest from high calibre candidates in vacant positions.

## **Marketing and Visitor Destination Planning Report**

The Authority received and discussed the Marketing and Visitor Destination Planning Report which included information on events, activities at the National Capital Exhibition and marketing work.

## **Other Business**

The Authority noted its next regular meeting is scheduled for 15 February 2022.