



**Australian Government**  
**National Capital Authority**

# **NATIONAL CAPITAL AUTHORITY**

**Authority Meeting A2023/3**

**13 June 2023**

**Public Record**

*I endorse this Public Record of the  
Authority meeting held on 13 June 2023*

A handwritten signature in black ink, appearing to read 'Terry Weber', written over a dotted line.

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

This document is a public record of the National Capital Authority meeting held on 13 June 2023. 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), Ms Jenny Smithson, Mr James Willson, Professor Helen Lochhead and Ms Sally Barnes (Chief Executive).

This meeting was the Authority's third regular meeting for 2023.

Before the meeting, the Authority made a site visit to West Block, where work is in progress to refurbish and restore the buildings for use as office accommodation, and site of the former Lobby restaurant, where work is nearing completion before the re-opening of the site as hospitality venues

The Chair opened the meeting with an Acknowledgement of Country and welcomed members and attendees. The Chair especially welcomed the Authority's newest Member, Professor Helen Lochhead, and looked forward to her contribution to the Authority's work.

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

The Authority asked the NCA to facilitate further measures to ensure any actual, potential or perceived conflicts of interest are appropriately disclosed and managed.

## **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.

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

NCA officers presented a new NCA Risk Management Policy and Framework (the Policy) which had been reviewed and updated to take account of a new Commonwealth Risk Management Policy and related guidance. The Authority made some suggested improvements and endorsed the new Policy for finalisation by the Chair.

The Authority discussed aspects of the presented draft performance measures and made a few suggestions and comments for consideration.

The Authority discussed the presented Fraud Control Plan for 2023-24 and 2024-25. The Authority suggested some changes and endorsed the Plan for finalisation by the Chair.

The Authority discussed updated Authority and NCA Audit and Risk Committee Charters and endorsed the Charters for finalisation by the Chair.

The Authority noted the other information set out in the report.



## Finance Report

The Authority received and discussed the presented finance report, which provided a summary of key financial events and information on the financial performance of the NCA's Departmental and Administered programs for the period ending 30 April 2023.

The Authority discussed aspects of the report, including possible funding requirements and the impact of inflation on project costs.

## Works Approval Report

NCA officers presented the Works Approval Report, which provided a summary of current and ongoing matters related to works approval applications as well as recent performance in processing works approval applications.

The Authority discussed several of the current proposals:

- 70 Allara Street, City – NCA officers updated the Authority on the status of discussions with Transport Canberra and City Services on traffic and safety matters and with the developer on the proposed palette of materials and finishes.
- Anzac Park East – NCA officers noted discussions between the developer and the Department of Climate Change, Energy, the Environment and Water and that a separate works approval application for excavation, piling and shoring works has recently been approved.
- Light Rail Stage 2A – NCA officers noted the consultation process had attracted 67 public submissions and that the consultation report is being prepared; they noted the key issues raised and being considered by Major Projects Canberra and expected the NCA's assessment should be complete by around the end of June 2023.
- Section 100 City (London Quarter) – NCA officers noted the NCA's assessment of the current proposal showed a range of issues need to be addressed in order for the proposal to meet National Capital Plan requirements and expectations, especially related to the mass of the proposed structures.
- Telecommunication Towers – NCA officers updated the Authority on a proposal to relocate a telecommunications tower from 23 Banks Street, Yarralumla, to a site on the Royal Canberra Golf Club.
- John Gorton Campus Car Park Building – NCA officers noted both Houses of Parliament had approved the works. The Authority note NCA officers provided a briefing on the proposal to the Joint Standing Committee on the National Capital and External Territories on the day of the Authority meeting.

The Authority discussed the status of the NCA's Heritage Strategy and Heritage Management Plans (HMPs) noting the importance of completing the update of the Lake Burley Griffin HMP. The Authority discussed a guidance document for the Authority's delegated powers to approve Works Approval applications and made some suggestions for the document.

The Authority noted the other information contained in the report, highlighting strong performance in the timeliness of processing Works Approval applications.

## Strategic Planning Report

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

The Authority discussed a proposal to change the lease purpose clause for Block 348 Gungahlin to allow offices, light industry a social/community facility. The Authority agreed that allowing offices and light industry would be inconsistent with the previously affirmed National Capital Plan provisions for the site although use as a social/community facility would be worth exploring and asked the NCA to advise the Department of Finance of this position.

The Authority discussed the update provided on a current project providing concept planning for Commonwealth Park – the Authority noted a keen interest in the project, including plans around Stage 88.

The Authority noted the update on Block 48 Hall and its current environmental purpose and agreed to the preparation of a Draft Amendment to the National Capital Plan to retain that purpose.

The Authority discussed a proposal to amend the Development Control Plan (DCP) for Section 43 Belconnen and agreed to the NCA continuing to explore possible changes to the site's DCP – the Authority supported ensuring design quality and resilience for the site.

The Authority noted the other information contained in the report.

## **Ngurra Project**

NCA officers provided the Authority with a verbal update on the Ngurra Project: the National Aboriginal and Torres Strait Islander Cultural Precinct.

## **Major Projects Report**

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

The Authority discussed several of the projects in the Report including the following.

- The Commonwealth Avenue Bridge Renewal project was scheduled to be referred to the Public Works Committee in the following week.
- The National Site of Recognition for Thalidomide Survivors and their Families is now under construction.
- The Authority looked forward to next steps in the Lake Burley Griffin Pathway/Lake Activation Strategy that may include opportunities for visitor accommodation on the Lake's edge.
- The Scrivener Dam Dissipator Strengthening Project is preceding close to schedule and is expected to also be referred to the Public Works Committee in the first week of the Spring 2023 sittings.

The Authority noted the other items and information in the Major Projects Report.

## **Forward Agenda**

The Authority noted the current forward agenda for its scheduled 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 – CSIRO Forestry Site, Yarralumla**

The Authority received a presentation from representatives of the Yarralumla Residents Association (YRA) on the proposed development at the former CSIRO Forestry Site in Yarralumla.

The presentation set out the YRA's background, key results of a YRA survey on the proposal highlighting a range of site-specific and external concerns, and options to mitigate community concerns, focussing on reducing the scale of the proposed development.

## **Chief Executive Report**

The Authority received a report from the Chief Executive including updates on a range of strategic issues, Parliamentary and Ministerial events, and human resource matters, providing verbal updates on some issues.

The Authority discussed several items in the report including current parliamentary inquiries, diplomatic land matters, the NCA's Reconciliation Action Plan, and the status of various NCA initiatives and projects. The Authority welcomed improvements made since the ANAO audit in the NCA's procurement processes and noted an upcoming meeting between the Chair and Chief Executive and Paul Girrawah House regarding recognition of the Ngambri People.

The Authority noted the other information in the report.

## **Seaplanes**

NCA officers presented a paper updating the Authority on the current status and proposed next steps regarding the operation of seaplanes from Lake Burley Griffin.

The Authority discussed the relevant issues in detail including the vision and objectives underlying the proposal, the background and approach taken in managing and assessing the two approaches, potential risks and mitigations, the outcomes and details of the recent heritage and environmental assessments, and how best to proceed.

## **National Capital Plan – City Hill and West Basin Precincts**

NCA officers presented a paper with the background to current policies of the national Capital Plan concerning the City Hill and West Basin precincts which guide development in these areas.

The Authority noted the Griffin Legacy Research and Planning project and the resultant Amendments to the National Capital Plan in the mid-2000s, and that the draft ACT Government City Plan and accompanying Canberra City Centre Urban Design Framework provide more detail regarding the area's future character and land uses.

## **Water Quality Treatment Trials in Lake Burley Griffin**

NCA officers presented the Authority with a paper summarising current issues and risks associated with blue-green algae in Lake Burley Griffin, including proposed investigation and trials to control blue-green algae in the Lake.

The Authority discussed key factors underlying occurrences of algal blooms in Lake Burley Griffin, especially nutrients from inflows from the Lake's source rivers and streams, and stormwater run-off.

The Authority noted work undertaken to date and possible options to respond to algal blooms, and approved undertaking further investigation and trials to control blooms in the Lake. The Authority asked for ongoing reporting on this work.

### **Kings Park Improvements – Stage 3**

The Authority Chair left at this point with Ms Smithson appointed to preside and a quorum in place.

NCA officers provided the Authority with a presentation on preliminary designs for the next stage of work at Kings Park. The presentation focused on the proposed separation of pedestrian and cyclist circulation and relocation of vehicles to the edges of the Park.

The Authority discussed details of the proposal, including planned consultation arrangements and activation possibilities.

The Authority noted the concept design for the proposed path system and the consultation steps proposed to inform refining the design. The Authority agreed to the direction of the preliminary design concepts presented and for the proposal to come back to the Authority when further progressed.

### **National Estate Wayfinding Signage Strategy**

NCA officers presented a paper to the Authority updating members on implementing tourist road signage and refreshing the 'red' vehicular directional and interpretive signage in the National Triangle, including showing samples of the signage for the Authority's consideration.

The Authority discussed aspects of the signage including accessibility, QR codes and ensuring the content was up to date.

The Authority noted progress in the signage procurement process, agreed to the design intent of the sample signage presented, and noted the next steps in production and fabrication, and an independent review of the interpretive signage content.

### **NCA Sustainability and Environmental Management Policy**

NCA officers presented a paper to the Authority updating them on the NCA position and requirements relating to the *APS Net Zero Emissions 2030* policy and steps being taken to produce a Sustainability and Environmental Management Policy.

The Authority discussed the scope and detail of the requirements confirming coverage of the NCA's operations provided through contracted service providers.

The Authority noted the range of policy requirements, and current work on an emissions audit and developing a Sustainability and Environmental Management Policy. The Authority strongly supported the initiatives and looked forward to the NCA's work in this area.

### **Estate Report**

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

### **Media Report**

The Authority received and noted the Media Report, which provided a summary of recent main stories, events and coverage relating to the NCA's work and profile.

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

The Authority received and noted the Marketing and Visitor Destination Planning Report which included an update on NCA events, attractions and marketing.

## **Other Business**

No other business was raised.

The Authority noted its next regular meeting is scheduled for 8 August 2023.

