



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

# **NATIONAL CAPITAL AUTHORITY**

**Authority Meeting A2024/3**

**19 June 2024**

**Public Record**

*I endorse this Public Record of the  
Authority meeting held on 19 June 2024*

A handwritten signature in blue 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 19 June 2024. 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 Karen Doran (Chief Executive), Ms Jenny Smithson and Mr James Willson.

Authority Member Professor Helen Lochhead was unable to attend the meeting and passed on her apologies.

This meeting was the Authority's third regular meeting for 2024.

The Chair opened the meeting with an Acknowledgement of Country and welcomed members and attendees.

The Chair noted that Authority members were invited to attend the NCA Reconciliation Action Plan (RAP) launch later in the day and commended the NCA for their hard work and dedication in compiling the plan.

The Authority attended to the standard administrative and governance processes for the meeting including disclosing and managing any conflicts of interest.

## **Performance Measure Reporting**

The Authority were presented with the Performance Measures Report which provided an update on strategic planning activities and performance outcomes for quarter three, 2023-24.

NCA officers noted that work was currently underway to improve and strengthen data captured to calculate visitor satisfaction performance outcomes. Initiatives include collaborating with various National Capital Institutions (NCI's) to include NCA specific questions in established user surveys and the use of telephony data to measure footfall traffic within the estate.

NCA officers stated work was also progressing to improve the consistency of information captured in datasheets underpinning the NCAs performance measure reporting.

The Authority discussed various other tourism initiatives that could be investigated such as the use of Google data, the application of an NCA Customer Relationship Management system, improvements to the quantity of online education information as well as improvements to the NCA's position in online search engine results. The Authority noted the increase in footfall traffic within the estate and commended the NCA on the installation of various venues around the lake.

The Authority discussed the other performance information included in the report noting work could be completed to ensure the future relevance of performance indicators. The Authority also discussed the documents underpinning the maintenance and management of the National Estate noting these were captured in the reporting of performance outcome 2.1.2.

The Authority also discussed the Statement of Expectation and the release of the Joint Standing Committee on National Capital and External Territories report, noting the possible benefits to the NCA.

The Authority noted the third quarter performance measures update as well as other information provided on current planning and performance work.



## Key Governance Matters

The Authority were presented with the Key Governance Matters Report which provided an update on Work Health and Safety (WHS), Business Continuity Planning (BCP), Fraud Control, and Audit and Assurance activities.

The Authority discussed various aspects of the report including WHS incidents, estate maintenance activities and the new Commonwealth Integrity Maturity Framework.

The Authority noted the information on current NCA governance matters outlined in the report.

## Finance Report

The Authority were presented with the Finance Report, which provided a summary of key financial events and information for the fiscal year to 30 April 2024, as well as an update for end-May outcomes. NCA officers noted the NCA was forecast to deliver a small operating loss for 2023-24 primarily due to lower works approval revenue. The Authority noted that works approval revenue was expected to increase in 2024-25 with the commencement of delayed projects.

The Authority discussed the financial information provided including capital spending, which is forecast to end the financial year slightly under budget primarily due to the delay in major projects.

The Authority noted the positive outcome of recent NCA procurement audits.

NCA officers advised a draft of the NCA's financial year results would be provided to the Authority at the August meeting.

The Authority noted the financial performance for the period ending 30 April 2024.

## Works Approval Report

The Authority were presented with the Works Approval Report, which provided an update on the NCA's current Works Approval matters including:

- ADFA living in accommodation – The Authority discussed the proposed heights of buildings, in particular, the potential of adjusting the NCP to accommodate additional building height for the precinct even if the project was not intending to utilise it. The NCA advised the Department of Defence was currently working with the Civil Air Safety Authority to ensure the project design complies with air safety regulations.
- Scrivener Dam Dissipator Strengthening Project – The Authority queried how works approval applications were managed for NCA's own projects. The NCA advised all works approval applications are processed through the same robust and transparent process.
- Floating sauna – The NCA advised further information had been requested from the applicant, noting issues with the proposed location, materials, finishes, and project timeframes were still to be worked through before the application could be released for public consultation.
- WAeL – The Authority discussed various aspects of the newly rolled out Works Approval electronic Lodgement (WAeL) System including potential future functionality. The NCA noted there were some minor details to be worked through but overall, the rollout of the new system had proven successful and had been implemented under budget. The NCA committed to a 12-month review of the new system with the results presented to the Authority.
- Eco suites – The NCA advised a meeting was scheduled with the applicant to discuss commercial arrangements for the proposal. The Authority noted the need for further information for the proposal including project design and environmental information.

The Authority noted the Works Approval Report and related issues.



## Strategic Planning Report

The Authority were presented with the Strategic Planning Report, which provided an overview of the NCA's current strategic planning work. The Authority discussed issues as follows:

- Molonglo Valley Town Centre – The proposal is currently open for public consultation with four submissions received to date. The Authority discussed various aspects of the proposal, agreeing to consider the outcome from consultation out of session to support the project timeline.
- Knowles Place – The NCA noted the draft amendment for Knowles Place is proceeding and is expected to go to public consultation late June.
- North Curtin residential area – The NCA advised that the ACT Government had commenced initial community engagement for the proposal, noting the NCP will require conditions for the project development which will be presented to the Authority once available.
- Acton Peninsula – The Authority noted the recent Government announcement to establish an Aboriginal and Torres Strait Islander cultural precinct (Ngurra) on the Acton Peninsula and discussed the staging and planning that would be required to support a co-ordinated approach to the development of this and other projects/facilities within the Acton Peninsula precinct.
- Lake activation strategy – The Authority noted the update and intent, following discussions between the NCA and the ACT Government, to reposition this strategic piece of work. The NCA will progress internal work to complete project scoping and present the proposal to the Authority at the October meeting for further consideration.
- John Gorton carpark – The Authority noted the project progress and the recent closure of Dorothy Tangney Place. This road closure will be made permanent at the completion of the project.
- City Hill Competition – The NCA reported that the ACT Government's City Hill Competition, being managed by the City Renewal Authority, was complete, with the outcomes report available on the CRA website.

The Authority noted the other information set out in the report. The Authority agreed to consider the consultation outcomes of National Capital Plan Draft Amendment 99 – Molonglo Valley Town Centre prior to the August 2024 Board meeting, having regard to previous commitments to progress the matter as a priority

## Major Projects Report

The Authority were presented with the Major Projects Report, which provided an update on the NCA's key design, construction, and maintenance projects.

The Authority discussed several of the projects in the report including the following:

- Kings Park Improvements – Planning for construction activities for stage three has commenced.
- Commonwealth Avenue Bridge Renewal – Request for project tenders had closed the previous day with two applications received. Assessment of the applications was underway.
- National Carillon – Façade remediation activities were nearing completion with Queen Elizabeth Island scheduled to be reopened in August. Processes have commenced to re-engage with carillonists and facilitate access for practice.
- Marion Mahony Griffin and Walter Burley Griffin Commemoration – The Authority discussed the proposed location of the Commemoration at Rond Terrace, noting the need to engage with other stakeholders/users of this site and carefully consider whether the proposal would impact on the prominence of the location or its other uses.
- Senator Neville Bonner AO Commemoration – An initial design concept has been received from the artist with amendments being completed prior to presenting to the Bonner family.



- National Estate Wayfinding Signage – Minor project delays were noted while consultations continued with the ACT Government's Office for Aboriginal and Torres Strait Islander Affairs (OATSIA) and other stakeholders to ensure cultural appropriateness.
- Relocation of the Sir John Downer Memorial – The Authority noted the proposals for relocation of this memorial and discussed considerations around the proposed relocation options for the memorial.
- Acton Peninsula Pedestrian Path – Concept design options are being developed and will be presented to the Authority at the August meeting.
- Commonwealth Park Concept – Work is underway to prepare for taking the concept designs to public engagement.
- Scrivener Dam Dissipator Strengthening Project – Request for tender for the project has recently closed with applications currently being assessed.
- Kiaps Memorial – Initial planning activities have recently commenced.
- Scrivener Dam Means Restriction Project – The NCA is considering options for safety strategies at the site to enhance suicide prevention measures.

The Authority noted the information in the Major Projects Report.

## Forward Agenda

The Authority noted the forward agenda for its scheduled meetings in 2024.

The Authority discussed possible planned site visits to include in the forward agenda and suggested a Scrivener Dam (internal) visit in August and the potential for a site visit to the Australian War Memorial to view progress on the expansion works and attend a Last Post Ceremony.

## Light Rail Stage 2B

The Chair welcomed ACT Government representatives to the NCA.

The Major Projects Canberra team (MPC) presented an update on the proposed Light Rail Stage 2B Development as well as an update on the ongoing works associated with Light Rail Stage 2A.

MPC advised the raising of London Circuit was progressing well, though slightly behind project timeline primarily due to weather and site contamination issues. MPC advised the ACT Government had contracted Canberra Metro to undertake construction of Light Rail Stage 2A, with construction activities expected to commence mid-2025.

MPC updated on the planning, design, and technical investigation work currently underway in support of progressing the delivery of Light Rail Stage 2B from Commonwealth Park to Woden. Environmental Impact Assessments are currently being completed on each of two alternative routes.

The Authority explored various elements of each of the Light Rail Stage 2B proposed routes through the parliamentary triangle including the infrastructure design, line-of-sight and landscaping options, traffic management and pedestrian accessibility. MPC acknowledged further work was still required and indicated a project proposal with a further level of detail would be available toward the end of the year.

MPC agreed to plan to present to the Authority again in December 2024.

The Authority noted and thanked MPC for their presentation.

## **Chief Executive Report**

The Authority were presented with the Chief Executive Report, which provided an update on the Statement of Expectation and the responding Statement of Intent.

The Chief Executive noted that the NCA had been working closely with the Minister's office to finalise the Statement of Intent which had now been formally submitted to the Minister.

The Chief Executive updated on the proposed approach for the NCA Community Forum being planned for September, noting the event would be an informal Q&A forum and could be used to update the community on the NCA's future strategic direction and priorities.

The Chief Executive also provided an update on initiatives to support visitor experience such as collaboration with National Cultural Institutions by hosting a round table forum, promoting the National Triangle website, developing a tourist map, and planning for events to celebrate Lake Burley Griffin's 60<sup>th</sup> anniversary.

The Authority raised the site of the Margaret Dimoff Art Gallery in Deakin, noting the current building had recently been placed for sale. NCA Officers advised a redevelopment application had not yet been received.

The Authority raised future plans and maintenance activities for Commonwealth Place, noting further work could be undertaken to ensure it remained a commemorative vista. NCA officers advised strategic planning activities would take place and would consider extending existing flag displays and potential to open the area to additional vendors.

The Authority noted the Chief Executive Report.

## **Other Business**

The Authority noted its next regular meeting is scheduled for 7 August 2024.