



Australian Government
National Capital Authority

NATIONAL CAPITAL AUTHORITY

Authority Meeting A2020/1

12 February 2020

Public Record

*I endorse this Public Record of the
Authority meeting held on 12 February 2020*

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 12 February 2020. 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.

Earlier in the day of the meeting, the Authority visited the National Rose Garden adjacent to Old Parliament House where they met with a number of the NCA's horticulture volunteers. The volunteers provided Authority members with a briefing on the background and key aspects of the Rose Gardens and some of the challenges and measures being taken by the NCA, contracted providers and the volunteers to address the relevant issues, particularly post the hail storm on 20 January 2020.

Administration and Governance

The following Authority members were present at the meeting: Mr Terry Weber (Chair), Mr Dennis Richardson and Ms Sally Barnes (Chief Executive).

This meeting was the Authority's first regular meeting for 2020.

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

Work Health and Safety Report

The Authority received and considered an update on Work Health and Safety (WHS) involving the NCA which included information on notifiable incidents, an update on the work of the NCA's Health and Safety Committee and Mental Health Working Group, release of a new WHS system (NCASafe), and summary reports on incidents and hazards.

The Authority discussed the January 2020 hail event.

Risk Management

The Authority received and considered the presented report on risk management in the NCA.

The Authority discussed the 'black swan' events that had occurred during January 2020 and welcomed work on the NCA's business continuity planning and positive incident management procedures.

Planning and Performance

The Authority received and discussed the presented paper on planning and performance matters.

The Authority welcomed the strong outcomes of the NCA's key performance indicators for the first half of the 2019-20 financial year.

Governance and Compliance

The Authority received and discussed the presented report on current governance and compliance matters including an update on the sunseting legislation process and NCA Audit Committee arrangements.

Human Resources (HR) Report

The Authority received and discussed aspects of the presented HR report including trends and issues regarding the NCA's average staffing level (ASL).

The Authority welcomed the focus on learning and development and discussed further potential areas for future training

Finance Report

The Authority received and discussed the presented finance report, which included financial results for the financial year to end-December 2019.

NCA officers set out the NCAs current and projected financial positions and responses that were being pursued. They noted the NCA had conducted a project review in December 2019 and another review would be conducted in March 2020. These reviews assess whether project and other spending is on track or where action is indicated to adjust or re-allocate spending.

The Authority also received an update on and discussed aspects of current NCA procurement work.

Forward Agenda

The Authority noted its forward agenda for meetings to be held in 2020. No specific conflicts of interest regarding agenda items for future meetings were identified.

Presentation – Light Rail Stage 2A

The Authority were advised that representatives of Major Projects Canberra were unable to attend the Authority meeting.

The Authority went over the issues that arose from Authority Members and key NCA staff walking the proposed route for Light Rail Stage 2A on 6 February 2020. The tour confirmed a range of relevant issues for the Authority's consideration of the proposal including the proposed location of stops; road traffic and pedestrian flows, access and signals, especially for the key transport corridors of Commonwealth Avenue and Parkes Way; and longer-term potential developments in the area.

The Authority considered the proposed provision of design proposition sheets on individual design elements to facilitate the Authority's consideration of the project and ensure better co-ordination of aspects of the proposal across ACT Government entities.

The Authority determined that: meetings held to date were welcome for information but did not provide detail required to be considered as pre works approval meetings; the design proposition sheets, while useful, will need to be consolidated for a whole-of-project view; traffic studies and assessments would be required to fully explain proposed changes to linkages between Commonwealth Avenue and Parkes Place; and the Authority would be happy to hold out-of-session meetings to enable timely consideration of the proposal.

Presentation – Stage 88 Renewal

The Authority received a presentation from NCA officers and architectural advisers on options for the renewal of Stage 88 in Commonwealth Park.

The Authority explored several issues with the presenters including the advantages and disadvantages of the options, possible uses and relevant markets of the facility, and the basis of financial estimates.

The Authority thanked the presenters and agreed to progress the project and develop a design brief for consultation with relevant stakeholders and explore funding options.

Chief Executive Report

The Authority received a detailed report from the Chief Executive covering a range of strategic matters that have commenced or progressed since the previous Authority meeting. The Chief Executive presented a half year report on a range of NCA performance indicators.

The Authority discussed elements of the report including the process to establish a new diplomatic estate in North Curtin; an update on the flying fox colony in Commonwealth Park; pedal boats and Aquapark operations; the impact of the January 2020 hailstorm; and the implications of the Lake's lower water levels.

The Authority also discussed lower tourist numbers, preparations for launching the Draft Tree Management Policy, and the schedule for the proposed removal of pine trees in Stirling Park.

Hazardous Materials Management Report

NCA officers presented a Hazardous Materials Management Report which set out the outcomes of the asbestos and hazardous material survey and concomitant management plans.

The Authority noted the report and the remedial work scheduled.

Scrivener Dam Procurement

NCA officers presented a paper on the current status of the procurement process for an Operations and Maintenance Service Provider for Scrivener Dam.

The Authority discussed the key strategic risks and control measures being taken in relation to the procurement as well as the relevant timelines and possible alternatives and options for future management.

Canberra Avenue Draft Planning Strategy

NCA officers presented the Authority with a paper on planning for Canberra Avenue providing a background and context, and the schedule for proposed work to develop the planning strategy.

The Authority noted and discussed some of the key planning and development objectives set out in the project plan. The Authority noted some lessons learnt coming from the development of the planning strategy for Northbourne Avenue.

Following consideration, the Authority endorsed the proposed approach to develop a planning strategy for Canberra Avenue.

NCA Rose Gardens – Rose and Plaque Replacement

NCA officers presented the Authority with a paper on rose and plaque replacement at the National Rose Garden.

The Authority recognised the significant heritage value of the Gardens and the huge contribution made by the NCA's horticulture volunteers in maintaining and enhancing the Gardens.

Following consideration, the Authority noted and endorsed the approach to design and fund replacement rose name plaques, and that a major rose placement program will commence in 2020-21.

Media and Communications Report

The Authority received and noted the Media and Communications Report, which included key media coverage of NCA-related issues.

Events and Place Activation Report

The Authority received and noted the Events and Place Activation report.

The Authority noted upcoming events and possible events being discussed with proponents.

Works Approval Report

The Authority received and noted the Works Approval Report, which included an update on key current developments, pre-application meetings and recent works approval processing rates.

The Authority discussed aspects of the report including early information from the ACT Government on the next stage of planned work at West Basin (Acton Waterfront), and proposed developments in the Deakin-Forrest residential zone.

Half year works approval results – 96% approved within required timeframe; 34 pre-application meetings.

Strategic Planning Report

The Authority received and discussed the Strategic Planning Report, which provided an overview of current key development proposals and related work.

Major Projects Committee Report

The Authority received and noted the report on the work of the Major Projects Committee, which included details of key projects being undertaken by the NCA.

The Authority discussed the status of the Detailed Business Case for works on Commonwealth Avenue Bridge, and the development of a proposal for a memorial for victims and survivors of institutional sexual abuse, in association with the Department of Social Services.

Other business

Under other business, the Authority re-iterated that it would be happy to convene a special meeting regarding Light Rail Stage 2 to assist in timely consideration of the relevant issues.

The Authority noted its next regular meeting is scheduled for 7 April 2020.

