



Australian Government
National Capital Authority

NATIONAL CAPITAL AUTHORITY

Authority Meeting A2021/1

16 February 2021

Public Record

*I endorse this Public Record of the
Authority meeting held on 16 February 2021*

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 16 February 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 first meeting for 2021.

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.

The Authority flagged a range of safety concerns regarding the operation of e-scooters and asked the NCA to seek additional measures from licensees to promote their safe use.

The Authority discussed aspects of the NCA's current policy document 'Commitment to Community Engagement, August 2015', including the importance of highlighting the NCA's national objectives. It was noted the policy is planned to be reviewed and updated in the near future.

Work Health and Safety Report

The Authority received and considered an update on Work Health and Safety (WHS) that included information on WHS incidents over the second half of 2020, contractor spot checks and audits, contractor registration in the WHS Monitor system, mental health initiatives for staff, and WHS arrangements in relation to working from home.

Risk Management

The Authority received and considered an update on risk management in the NCA.

The Authority discussed and provided input on the NCA's current strategic risks.

Planning and Performance

The Authority received and discussed the presented paper on planning and performance which included updates on the NCA's Portfolio Budget Statement (PBS), Corporate Plan, and Annual Report, as well as performance information for the first half of 2020-21.

Governance and Compliance

The Authority received and discussed the presented report on current governance and compliance matters which included work in train on updating the NCA's Fraud Control Plan, an update on sunseting legislation work, trends in insurance claims and freedom of information requests, and current work on the NCA's policies and legislative framework.

Human Resources (HR) Report

The Authority received and discussed the presented report on human resource matters which included current workforce information, an update on the NCA's Enterprise Agreement arrangements, results from the APS Employee Census, learning and development actions, and workforce planning initiatives.

Finance Report

The Authority received and discussed the presented finance report, which included results for the financial year to 31 December 2020, the announcement of funding to strengthen Commonwealth Avenue Bridge and current procurement work. The Authority also discussed more up-to-date financial results – for the financial year to 31 January 2021.

The Authority discussed several aspects of the reports including issues underlying the current operating loss, measures in response and possible revenue opportunities.

Forward Agenda

The Authority noted the forward agenda for the Authority's 2021 meetings. No potential conflicts of interest for agenda items for these meetings were identified.

Site Visit – Australian War Memorial

The Authority undertook a site visit to the Australian War Memorial and were shown the key areas and features of the proposed redevelopment of the Australian War Memorial.

The Authority discussed with the Memorial's representatives the various factors, requirements and aspects of the project.

Presentation – Canberra Civic, Arts and Cultural Precinct

The Authority received a presentation from the City Renewal Authority (CRA) on the Canberra Civic, Arts and Cultural Precinct. The presentation went over the ACT Government's development themes and plans for the Precinct and current planning rules in the National Capital Plan for the area.

The CRA discussed possible development outcomes and broader implications, including the interaction with the Sydney and Melbourne buildings, and with City Hill, and design elements such as set backs, access and activation possibilities.

Following the presentation, the Authority noted the plans had a number of implications to consider and should be investigated further.

Chief Executive Report

The Authority received a report from the Chief Executive covering a range of strategic matters that have commenced or progressed since the previous Authority meeting.

The Authority discussed the NCA's key performance measures, the status of the Light Rail Stage 2A project, and landscape conditions on Light Rail Stage 1.

The Authority also discussed the upcoming consideration of the first stage of major works for the redevelopment of the Australian War Memorial and asked the NCA ensure consultation documents clearly explain the NCA's role in the approval processes.

Commonwealth Avenue Bridge

NCA officers presented the Authority with a paper on the Commonwealth Avenue Bridge Strengthening project. The paper covered the background and details of the project including design aspects, the program of work, and proposed safety and governance arrangements.

The Authority discussed aspects of the paper including next steps, timeframes and governance arrangements, including in relation to the Authority.

Seaplanes on Lake Burley Griffin

NCA officers presented a paper updating the Authority on the status of the proposal to operate seaplanes on Lake Burley Griffin, noting a discussion paper is being prepared for public consultation. The paper would report on the outcomes of the demonstration, include details of potential operations, and explore key considerations such as safety and the environment.

The Authority discussed aspects of the paper including security aspects, the profile of operations, possible operational locations and requirements, and the potential impact on different lake users.

The Authority asked for a further paper setting out the next steps and options in relation to the possible operation of seaplanes on Lake Burley Griffin for the next Authority meeting.

National Triangle Marketing Strategy

NCA officers presented the Authority with a discussion paper which included a draft Destination Marketing Strategy for the National Triangle.

The Authority discussed a range of issues associated with the paper including the NCA's role vis-a-vis other entities (such as Visit Canberra), possible partnerships and collective action such as with the National Institutions, visitor destinations and expectations, and wayfinding and signage.

Revenue Raising Options – Implications

NCA officers presented the Authority with a paper outlining statutory arrangements for options and opportunities for the NCA raising additional revenue, including looking at the NCA's financial framework, sponsorship possibilities and arrangements for events and joint initiatives.

The Authority discussed the paper and a range of relevant issues. The Authority concluded it was comfortable with the current financial and operational framework, and that the NCA should continue to enable partnerships and events within that framework.

Media and Communications Report

The Authority received and noted the Media and Communications Report, which included current and upcoming media and communication activities.

Events and Place Activation Report

The Authority received and noted the Events and Place Activation Report highlighting key upcoming events, including COVID-19 and financial aspects.

Works Approval Report

The Authority received and noted the Works Approval Report, which included an update on key current and upcoming works approval applications. The report noted the NCA was meeting its performance measure of assessing works approval applications within 15 business days.

Strategic Planning Report

NCA officers presented the Strategic Planning Report, which provided an overview of current key strategic planning matters including current development proposals and related work.

The Authority discussed elements of the report.

Estate Management Report

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

Major Projects Committee Report

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

Other Business

The Authority confirmed the date and looked forward to the Authority Planning Day on 2 March 2021.

The Authority noted its next regular meeting is scheduled for 13 April 2021.

