



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

# NATIONAL CAPITAL AUTHORITY

**Authority Meeting A2018/3**

**12 June 2018**

**Public Record**

*I endorse this Public Record of the  
Authority meeting held on 12 June 2018*

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 12 June 2018. As some matters discussed 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 were present at the meeting: Mr Terry Weber (Chair), Ms Chris Faulks, Mr Glenn Keys, Mr Dennis Richardson and Ms Sally Barnes (Chief Executive).

This was the Authority's third meeting for 2018.

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

### **Decision**

As part of the review of the action items, the Authority noted the importance of seeking external independent expert advice as soon as possible in relation to Light Rail Stage 2.

## **Accountable Authority Transition**

The Authority considered a suite of delegations, instruments and policy documents in preparation for the transition of the Authority to be the accountable authority of the NCA for the purposes of the *Public Governance, Performance and Accountability Act 2013* from 1 July 2018. The Authority agreed to endorse the presented Risk Management Policy and Framework but looked forward to further discussion at the strategic planning day, including to ensure appropriate prominence of workplace health and safety in the document. The Authority noted the training and preparation to ensure a successful transition in accountable authority arrangements.

### **Decision**

The Authority endorsed the suite of documents to be formally signed by the Authority Chair on 2 July 2018.

The Authority discussed the relationship between the Authority and the NCA Audit Committee, and the membership of the Audit Committee.

### **Decision**

The Authority agreed to appoint Authority member Ms Chris Faulks to the NCA Audit Committee, replacing an internal member.

## **Planning and Performance**

The Authority noted the information provided on the current status and future work on the NCA's planning and performance arrangements, the corporate planning and reporting framework, and key events involving the Authority, especially the strategic planning day scheduled for 10 July 2018.

## **Risk Management**

The Authority noted the information provided on the NCA's risk management and assurance in the NCA, noting the earlier discussion regarding early review and update of the risk management and framework.

## **Governance and Compliance Report**

The Authority noted the governance and compliance paper, including the saving and transitional provisions in the legislative changes in train, and contextual governance matters.

## **Human Resources Report**

The Authority received and discussed a paper on key HR indicators and related information for the NCA. The Authority looked forward to future discussions on relevant HR matters at future Authority meetings.

## **Finance Report**

The Authority noted the report on information provided on the financial performance of the NCA for the period ending 30 April 2018, and forecast 2017-18 financial outcomes.

## **Forward Agenda**

The Authority noted the forward agenda for meetings to be held over 2018-19.

## **Bike Share Schemes**

The Authority received and discussed a paper proposing a six-month trial of a bike share scheme, in association with the ACT Government. The Authority discussed relevant issues regarding the trial including longer-term arrangements, potential risks, legal and financial implications (including with respect to possible bike recovery), and the NCA's role in the arrangements.

### **Decision**

The Authority agreed to the six-month trial as proposed in the presented paper.

## **Sale of The Lobby**

The Authority noted an update on the sale of The Lobby.

## **2018-19 Budget Approvals**

The Authority received and discussed proposed budget allocations.

### **Decision**

The Authority approved the proposed funding allocations and proposed operating parameters.

## **Draft Amendment 89 (Deakin/Forrest) – consultation report & recommendations**

The Authority received and discussed the outcomes of the public consultation process and considered a range of options to progress DA89.

The Authority re-affirmed its position that the Deakin/Forrest Residential Precinct is an area of national significance and warrants special and appropriate development guidelines. The Authority discussed a range of relevant matters but did not finalise a position pending further requested information, analysis and consideration.

## **Commonwealth and Kings Avenue consultation processes & design development principles**

The Authority received and noted the Consultation Report for the Kings and Commonwealth Avenue Draft Design Strategy.

### **Decision**

The Authority did not agree to the public release of the Report at this point pending analysis of the impact of related developments on the Avenues (notably Light Rail Stage 2) and subsequent work on the Strategy itself.

The Authority agreed that the principles of the Design Strategy be used to inform lighting replacement works.

## **Canberra Grammar School Boat Shed**

The Authority received and noted the Consultation Report on the redevelopment of the Canberra Grammar School Boat Shed and agreed to its public release.

### **Decision**

The Authority agreed to the public release of the Consultation Report and noted the NCA will take account of issues raised in the Consultation Report when assessing the Works Approval.

## **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 Authority thanked those involved in a successful Reconciliation Day event and encouraged NCA participation in similar events. The Authority discussed the value of greater involvement in the work program being managed by the ACT Government's City Renewal Authority (CRA).

## **Light Rail Stage 2 – including JSCNCET Inquiry**

The Authority received and noted the presented paper and the distributed draft NCA submission to the Joint Standing Committee Inquiry on Light Rail Stage 2. The Authority reiterated the importance of the NCA's role in the process to ensure good outcomes from the proposal.

## **Strategic Business Plan (includes Commonwealth Bridge risks)**

The Authority noted progress in preparing the NCA Strategic Financial Plan and that there would be a presentation on the Plan at the Strategic Planning Day.

## **JSCNCET Inquiry into Canberra's National Institutions**

The Authority received and noted a paper summarising the issues raised in submissions to the Joint Standing Committee on the National Capital and External Territories (JSCNCET) inquiry into Canberra's National Institutions.

## **Media and Communications Report**

The Authority received and noted the media and communications report.

### **Decision**

The Authority requested officers ensure appropriate recognition for NCA works such as through signs and hoardings around building works, noting the need to differentiate signage used by other bodies.

## **Works Approval Report**

The Authority received the works approval report which included a summary of performance for the financial year to date in processing applications and information on recent trends.

## **Audit Committee Report**

The Authority noted the update on the outcomes of the NCA Audit Committee meeting held on Friday 1 June 2018.

## **Major Projects Committee Report**

The Authority noted the report which included the status of key projects in progress.

## **The Deck Restaurant Redevelopment – Property Services Consultancy**

The Authority received and considered a paper on the redevelopment of the Deck Restaurant. The Authority discussed aspects of the project and key success factors in the planned work.

### **Decision**

The Authority approved the program and timing for the delivery of The Deck Restaurant Property Services Consultancy and the draft approach-to-market document.

## **Other business**

The Authority noted its next meetings were scheduled for 10 July 2018 (planning day) and 20 August 2018 (regular meeting).

