



Confirmed Minutes

Kioloa Coastal Campus (KCC) Management Committee

MEETING NO.	02/2022
DATE / TIME	22 August 2022, 3.00 pm
VENUE	Zoom
PRESENT	Kieran Kirk, Dean, CoS (Chair) Grady Venville, DVC(A) (Deputy Chair) Rae Frances, CASS Dean Riley Guyatt, Student representative Dave Johnston, Traditional Owners representative Mathew Maclay, Associate Director Operations, F&S
APOLOGIES	Anna Cowan, CoS/CHM Deputy-Dean Education Simon Haberle, Director CHL, CAP
GUESTS	Joseph Ashley-Smith, Senior Advisor, ANU Advancement Kellie Takenaka, Head of Advancement, CoS
IN ATTENDANCE	Angela Ryan, Executive Assistant, CoS - Secretariat support

The meeting commenced at 3.05 pm

1. Welcome, Apologies and Announcements

Kieran acknowledged the traditional owners of the land. Apologies were received from Anna Cowan and Simon Haberle. Joseph Ashley-Smith and Kellie Takenaka were welcomed as guests.

2. Previous Minutes

The unconfirmed [minutes](#) of the 25 July meeting were endorsed without change.

3. Action Items

Action ID	Description	Responsibility	Status	Notes
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1-2022-1	Invite Advancement staff to the next meeting to provide an update on the management of the financial assets of the gift.	Kiaran Kirk	Complete	
1-2022-2	Meet with the CFO to discuss KCC financial dimensions, including revenue opportunities.	Kiaran Kirk and Grady Venville	Complete	Financial operations to be discussed at the next meeting following further discussions with the Deputy CFO.
1-2022-2.1	Plan formal campus re-opening ceremony involving Traditional Owners	Grady Venville, Kiaran Kirk and Dave Johnston	In Progress	The VC has advised he would like the formal ceremony to be on the occasion of the signing of the MoU.
1-2022-3	Seek feedback on MoU from the ANU Legal Office before circulating to Committee members.	Grady Venville	In Progress	Dave Johnston to provide feedback before the MoU is circulated to Traditional Owners.
1-2022-4	Circulate draft new user information document to Committee for feedback.	Mathew Maclay and Brad Condon	Complete	

4. Edith and Joy London Endowment

Confidential discussion was held.

Action ID	Action item description, including who is responsible for delivery and the timeframe
2-2022-4	Kiaran and Grady to draft a letter to the VC.

5. Publicising the re-opening of KCC

The website has been updated and F&S have received bookings over September (41% capacity), October (12% capacity) and November (26% capacity). The majority of the bookings originated from CoS and CASS. Funding has been approved from the capital works budget for new ensuite accommodation and Mathew agreed to draft material to highlight the re-opening of KCC for an upcoming edition of On Campus with Dave to facilitate an announcement of the opening from the South Coast Elders.

Action ID	Action item description, including who is responsible for delivery and the timeframe
2-2022-5	Mathew to draft material announcing the re-opening of KCC for publication in On Campus.

6. Other Business

6.1. Renaming of KCC cottages

Mathew discussed renaming the KCC cottages and noted naming options that had been put forward by some younger members of the local community. Dave reminded the group of the importance of engaging with the Elders through the correct channels and agreed to put Mathew in contact with the relevant people.

Action ID	Action item description, including who is responsible for delivery and the timeframe
2-2022-6.1	Dave to liaise with Mathew on the relevant Elders for stakeholder engagement with regard to renaming of KCC cottages.

6.2. Financial operation of KCC

One of the Terms of Reference of the KCC Management Committee is to:

Monitor the financial viability of the Kioloa Campus, including approving user fees, reviewed annually, and other relevant funding arrangements'.

Kiaran advised that he and Grady had met with Vibo Chandrasekera, the University's deputy-CFO who has suggested that this might best be achieved by establishing a Trading Account for the KCC. Vibo is doing some preparatory work on this, and Mathew will be included in a follow-up meeting with Kiaran, Grady and Vibo. Vibo will be invited to a future meeting of the KCC Management Committee to discuss the details.

Action ID	Action item description, including who is responsible for delivery and the timeframe
2-2022-6.2	Kiaran's office to set up a meeting with Deputy CFO, Kiaran, Grady and Mathew to advance discussion on financial operations of KCC.

6.3. Engagement with Traditional Owners

Dave raised the issue of the historical removal of artefacts from the KCC and highlighted the need to incorporate funding to address this issue in forward budget planning. The Committee

was reminded of the importance of following the correct protocols in ongoing consultations with Elders.

The meeting finished at 3.55 pm

New and ongoing action items are identified in the table below for review and comment at the next meeting.

Action ID	Description	Responsibility	Status	Notes
1-2022-2.1	Plan formal campus re-opening ceremony involving Traditional Owners	Grady Venville, Kiaran Kirk and Dave Johnston	In Progress	The VC has advised he would like the formal ceremony to be on the occasion of the signing of the MoU.
1-2022-3	Seek feedback on MoU from the ANU Legal Office before circulating to Committee members.	Grady Venville	In Progress	Dave Johnston to provide feedback before the MoU is circulated to Traditional Owners.
2-2022-4	Draft a letter to the VC.	Kiaran Kirk and Grady Venville	New	
2-2022-5	Draft material announcing the re-opening of KCC for publication in On Campus.	Mathew Maclay	Complete	
2-2022-6.1	Dave to liaise with Mathew on the relevant Elders for stakeholder engagement with regard to renaming of KCC cottages.	Dave Johnston	New	
2-2022-6.2	Set up a meeting with Deputy CFO, Kiaran, Grady and Mathew to advance discussion on financial operations of KCC.	Angela Ryan	Complete	Vibo has been invited to the September meeting.

