



Confirmed Minutes

Kioloa Coastal Campus (KCC) Management Committee

MEETING NO.	01/2023
DATE / TIME	26 June 2023 / 3.00 pm - 4.30 pm
VENUE	ZOOM
PRESENT	Kiaran Kirk, CoS Dean, (Chair) Riley Guyatt (Student representative) Simon Haberle, Director CHL, CAP (Academic staff representative) Mathew Maclay, Associate Director, Operations, F&S (Director F&S representative) Sara Rowley (<i>alternate</i> for Vice-President, First Nations) Craig Strong, Assoc. Director (Education), FSES, CoS (Academic Staff representative)
APOLOGIES	Grady Venville, DVCA, (Deputy-Chair) Bronwyn Parry, CASS Dean (HASS Dean representative) Peter Yu (Vice-President, First Nations)
SECRETARY	Nancy Richardson, Manager, Executive Support, CoS

The meeting commenced at 3.00 pm

1. Welcome, Apologies and Announcements

The Chair acknowledged the first nations peoples of the lands from which each Committee member joined the meeting.

The Chair informed the Committee that the Vice-President (First Nations) position had been added as an *ex-officio* role, replacing the Indigenous Community Representative position.

The Committee thanked Dave Johnson for his participation on the Committee in 2022 and noted his continuing involvement in negotiations on the Memorandum of Understanding with the local elders.

Apologies were noted from Peter Yu, Grady Venville and Bronwyn Parry. Sara Rowley (COO First Nations) was welcomed as Peter's alternate.

2. Previous Minutes

The [unconfirmed minutes](#) of the 5 December 2022 meeting were noted.

3. Action Items

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.
3/2022	Look into NSW Community Grants to fund the establishment of a 'keeping place'	Grady Venville	Ongoing	Grady noted that she has held initial discussions about this with the VC, with Dave and with Owen Carriage. Potential opportunity to leverage the Kioloa financial gift. Grady to look at the deadlines as a next step.
4/2022 5.2	Committee to determine accommodation pricing for 2023 via email, as informed by previous studies on this matter (to be shared by Mathew) and discussions at mtg #4/2022	All Committee members	Complete	Discussed and decided at item 5a.
5-2022 #1	Convene a workshop to consult with Traditional Owners on the MoU and names for campus cottages.	Grady Venville (supported by Dave Johnston)	Complete	Meeting took place in May 2023.

Action ID	Description	Responsibility	Status	Notes
5-2022 #2	Bring a paper to the group in 2023 proposing plans for demolition of some buildings on site.	Mathew Maclay	Complete	Discussed and decided at item 5b.
5-2022 5.0	Bring a paper to the group in early 2023 with proposals for how to handle possible allowance of the consumption of alcohol on campus.	Mathew Maclay	NEW	Not discussed.

4. Standing items *these items were discussed after Item 6 when Mathew joined the meeting at 3:30 pm*

a. Below Zero engagement and progress report *(Mathew Maclay)*

Mathew reported that the potential low-cost purchase of second hand solar panels from Endeavour Energy (discussed at meeting #5-2022) is going ahead. Relocation plans for the panels are being made in collaboration with Endeavour Energy, with the 500kW system going to be installed into the field (as opposed to on buildings).

Two new 35,000 litre water tanks have been installed and the new water treatment plant is up and running.

b. Bookings update *(Mathew Maclay)*

Mathew noted that there had been a lot of bookings but that demand is falling off now, as is traditional in winter. Feedback had been received about a desire from guests for tea/coffee making facilities and microwaves in the cottages, and this was noted by Mathew.

5. Accommodation related matters *(Kieran Kirk / Mathew Maclay)*

a. Accommodation rates - proposal for decision

Proposal:

User	Cost per person per night (ex GST)
ANU	\$70
External	\$140
Walsh's Cottage (Internal)	\$140
Walsh's Cottage (External)	\$220

ACTION: Confirm with Mathew as to whether there is an existing definition for 'external' (e.g. can a CoE run out of ANU, book at ANU rates for the non-ANU

visitors). If none existing, the definition is to be discussed and determined by the Committee at the next meeting (#2/2023).

b. Demolition / building plans - proposal for confirmation of decision

The proposal was endorsed. Once specific proposals for the modular building replacing Peter's have been received, Mathew will bring them to the Committee for discussion and decision.

In regards to the proposed outdoor teaching space, it was agreed that Mathew would engage with Craig and Simon in the first instance, then with Associate Deans (Education) and the teaching community across campus to gather ideas for using the space.

ACTION: Mathew to bring proposals for the modular building to a subsequent Committee meeting for decision. Mathew to engage with the ANU teaching community to gather ideas for the outdoor teaching space and report back to the Committee.

6. 2023 Committee activities / responsibilities (Kiaran Kirk)

- a. Develop a capital plan for the campus
- b. Develop a 'Kioloa Strategic Plan' to 2025
- c. Develop a prioritised schedule of activities for the campus
- d. Develop a 'Kioloa Operational Plan'
- e. Report to the Vice-Chancellor and Senior Management Group
- f. Report to ANU Foundation Board

ACTION: Kiaran to formulate a plan for developing b. and c. Mathew to formulate a plan for developing a. and d. Reports e. and f. to be prepared by the Committee Secretary in the last quarter of the year.

Mathew joined the meeting at 3:30 pm

7. Other Business

a. Revised Committee Charter

The Committee noted the updated Charter.

b. Infrastructure update

Mathew advised the Committee that the road into the campus had now been double-coat sealed, so the erosion issues experienced in the past should no longer occur.

The meeting finished at 4.00 pm

New action items list

Action ID	Description	Responsibility	Status	Notes
1/2023 5a.	Confirm if there is an existing definition of 'external' for accommodation rates.	Mathew Maclay	NEW	If none existing, to be discussed and determined at the 2/2023 meeting.
1/2023 5b.	1. Bring proposals for the modular building to a subsequent Committee meeting for decision. 2. Engage with the ANU teaching community to gather Ideas for the outdoor teaching space and bring recommendation to the Committee.	Mathew Maclay	NEW	
1/2023 6.	Formulate plans to develop for the campus: A. Capital plan B. Strategic plan C. Prioritised schedule of activities D. Operational plan	A. Mathew Maclay B. Kiaran Kirk C. Kiaran Kirk D. Mathew Maclay	NEW	