



Unconfirmed Minutes

Kioloa Coastal Campus (KCC) Management Committee

MEETING NO.	05/2022
DATE / TIME	5 December 2022 / 11.00 am - 12.00 pm
VENUE	ZOOM
PRESENT	Kieran Kirk, CoS Dean, (Chair) Grady Venville, DVCA, (Deputy-Chair) Dave Johnston, Indigenous Engagement Advisor (Community representative) Mathew Maclay, Associate Director, Operations, F&S (Director F&S representative) Bronwyn Parry, CASS Dean (HASS Dean representative)
APOLOGIES	Anna Cowan, CoS/CHM Deputy-Dean Education (Academic staff representative) Riley Guyatt, (Student representative) Simon Haberle, Director CHL, CAP (Academic staff representative)
SECRETARY	Nancy Richardson, Manager, Executive Support, CoS

The meeting commenced at 11.04 am

1. Welcome, Apologies and Announcements

The Chair acknowledged the traditional owners of the lands from which participants attended.

Bronwyn Parry, CASS Dean, was welcomed as the new HASS Dean Representative.

Apologies were received from Anna Cowan, Riley Guyatt and Simon Haberle. The Committee noted that this was to have been Anna Cowan's last meeting as she is retiring from the University, and thanked her for her contributions.

2. Previous Minutes

The unconfirmed minutes of the 31 October meeting were endorsed without change.

Dave joined the meeting at 11.07 am

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.
1-2022-3	Seek feedback on MoU from Dave Johnston before circulation to the Traditional Owners.	Grady Venville	Complete	Grady and Dave met with Owen Carriage for an initial look at the draft and agreed that Is ready to go forward for more in-depth consultation. Need to add a forward plan of initiatives. A workshop with the South Coast Elders Association will be organised for next steps. New Action Item 5-2022 #1
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	Complete	Combine with consultation on the MoU (Action Item 5-2022 #1)
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

Action ID	Description	Responsibility	Status	Notes
				opportunity to leverage the Kioloa financial gift. Grady to look at the deadlines as a next step.
4/2022 1.0	Invite Bronwyn Parry to join the Committee to replace Rae Frances as the HASS Dean representative	Kiaran Kirk	Complete	
4/2022 4.1	Engage with the ANU Below Zero team to commence planning for carbon emission reduction and removal work at Kioloa	Mathew Maclay	Complete	
4/2022 4.2	Add reporting on Below Zero engagement as a standing item from mtg #5/2022	Nancy Richardson	Complete	
4/2022 5.1	Provide Committee members with a list of external parties that have been interested in staying at Kioloa since its closure	Mathew Maclay	Complete	See information appended to item 4b (this is a list from the last 12 months)
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	Ongoing	2018 accommodation breakdown appended to item 4b and the Information from previous studies was shared just prior to the meeting commencing. Mathew and Kiaran will circulate a proposal to this group for prices for 2023.

Action ID	Description	Responsibility	Status	Notes
				Mathew will provide a paper next year about building demolition plans (New action item 5-2022 #2).

4. Standing items:

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

Mathew noted that ANU has been offered used solar panels from Endeavour Energy (the local energy provider) which will cost \$47K to install and noted that a paper has gone to Below Zero for approval.

Other initiatives that contribute to Below Zero include having removed gas from all buildings, and replaced the diesel vehicles.

Dave noted that Caitlin Baljak from the Below Zero team had been in contact to discuss engagement with the Traditional Owners on any decarbonisation plans. Dave will be providing cultural training and will meet with them in January, aiming to ensure that any Below Zero initiatives meet cultural requirements.

b. Bookings update (*Mathew Maclay*)

Mathew noted that traditionally the campus has had 80 - 90% occupation with rates a little lower in winter due to the cold. This should be remedied by the accommodation fixes. A potential task for early 2023 might be to create some advertising material.

5. Consumption of alcohol at KCC (*Kieran Kirk*)

The consumption of alcohol is currently not allowed on campus for a variety of reasons. Some of these are around safety due to the remoteness of the site and its proximity to forests and the ocean. Other reasons are practicalities such as the requirement for a licence to sell alcohol and / or the requirement for staff to complete a 'Functions on Campus' form if they wished to bring their own. The question of how to ensure proper care for students, particularly undergraduates, is also something that requires investigation, as does whether the traditional owners might have a perspective on this matter.

Noting that there will be times when people wish to allow the consumption of alcohol under certain circumstances (such as retreats), Mathew agreed to draft a paper for consideration by the Committee in early 2023. **Action item 5-2022 5.0**

6. 2023 Committee activities / responsibilities (*Kieran 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

Kiaran noted that all of the above are actions for the Committee in 2023. The Committee agreed to form sub-groups consisting of at least one Committee member and any relevant stakeholders from the University to work on each item, starting early in 2023. Mathew noted that there is an 'existing' strategic plan for the campus and that he would share it.

7. Other Business

- a. The Committee agreed to meet monthly in 2023 from February. This frequency will be reviewed and changed as required later in 2023.
- b. Mathew noted that the bushfire management plan for the campus has been updated.

The meeting finished at 12.00 pm

New action items list

Action ID	Description	Responsibility	Status	Notes
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)	NEW	Aim for a meeting in January 2023
5-2022 #2	Bring a paper to the group in 2023 proposing plans for demolition of some buildings on site.	Mathew Maclay	NEW	
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	