MINUTES

MEETING CIO Staff Committee Meeting

MEET No. Meeting no.01/2013

PRESENT Peter Nikoletatos (Chair), Belinda Day (BD), Rokon Dolwa (RD), Craig Shoard (CS), Genevieve Turner (GT), Jonathan Stefaniak (JS), Ryan Johnson (RJ)

ATTENDING Siobhan Muir-Williams (Secretariat, SMW)

APOLOGIES David Hardwicke (DH), Daniel Rodwell (DR), Nic Welbourn (NW)

DATE/TIME Monday 22 April 2013 / 3:30 – 4:30pm

VENUE South Oval 88T1, Main Meeting Room

Part 1. Standing Items

1. Apologies
2. Action Register
3. Welcome to new members
4. Revise CIO Staff Committee ToR
   - References to DoI to be removed to reflect new status as ITS Division.

Part 2. Other business

- The purpose of the CIO Staff Committee (Local Area Consultative Committee/LACC) is for staff to raise any concerns or issues they may have, for example building conditions, anything that is of concern to the staff members. One member from the LACC will represent ITS on the University Staff Consultative Committee (USCC) and can raise issues important to ITS. The LACC gives staff a voice amongst management and in the University.
- Minutes from the Committee will be uploaded to the staff intranet. CIO Staff Committee to meet quarterly.
- CIO suggest including an article in The Link to make ITS staff aware of who their representative is in their area.
- Membership discussion: potential revision of membership to allow for representation from as many areas as possible (may be decided by physical location or business area).
- Nomination of member to represent Committee on USCC: to be discussed by PN and BD.

5. Other business and question time
   - Discussion re: ITS Communications team.
   - Discussion: ITS location consolidation and relocation. At this point in time, ITS has options as to where they will locate but no definite decisions have been made. Negotiations will continue with ANU Executive and CIO will advise Committee as he is updated.
   - Discussion of J and K Block, E and F Block, and Leonard Huxley relocation.
   - RJ enquired about ITS project priorities; is there a list of priorities? Where can information be accessed? PN reply UICT (University ICT Governance Committee) approved projects are listed on the UICT website (http://itservices.anu.edu.au/governance-and-structure/committees/uict/), and project information is also provided on the ITS website (http://itservices.anu.edu.au/projects/).
   - Concerns expressed (CS) about consolidating ITS vehicles to golf carts (not secure, not conditioned, secure parking).
# Action Register

<table>
<thead>
<tr>
<th>Action #</th>
<th>Meeting Ref</th>
<th>Actions</th>
<th>Action Owner</th>
<th>Status</th>
<th>Expected completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>22/04/13</td>
<td>SMW to update ToR using recommendations from Committee.</td>
<td>SMW</td>
<td>Complete</td>
<td>1 July 2013</td>
</tr>
<tr>
<td>2.</td>
<td>22/04/13</td>
<td>BD, PN, SMW to look at revising Committee membership</td>
<td>BD, PN, SMW</td>
<td>In progress</td>
<td>1 July 2013</td>
</tr>
<tr>
<td>3.</td>
<td>22/04/13</td>
<td>PN and BD to discuss USCC representative nomination</td>
<td>PN, BD</td>
<td>In progress</td>
<td>1 July 2013</td>
</tr>
<tr>
<td>4.</td>
<td>22/04/13</td>
<td>SMW to contact USCC secretariat to establish USCC schedule. SMW then to schedule Committee meetings moving forward.</td>
<td>SMW</td>
<td>Complete</td>
<td>1 July 2013</td>
</tr>
<tr>
<td>5.</td>
<td>22/04/13</td>
<td>PN to investigate status of asbestos in E and F Block and report to Committee.</td>
<td>PN</td>
<td>In progress</td>
<td>1 July 2013</td>
</tr>
</tbody>
</table>

Meeting closed 4:10pm

**Next Meeting held:**
Peter Nikoletatos (Chair)
1 July 2013 3:30 – 4:30pm
South Oval Main Meeting Room, 88T1