



Heritage Early Childhood Centre Management Committee

Agenda – August 2022

The August 2022 meeting of the Heritage Early Childhood Centre Management Committee will be held at 5.00pm on Tuesday 9 August 2022, in person and via Zoom (<https://anu.zoom.us/j/84718598372?pwd=K3RYdGx2YUhyN3BHQmVwclNsODZtdz09>).

Item 1: Apologies and announcements

To be received.

Recommendation: That the Committee note the apologies and announcements

Item 2: Approval of Minutes

Recommendation: That the Committee approve the minutes of the July 2022 HECC Management Committee meeting.

Item 3: Policy items

The proposed revisions to the Policy Development and Review Policy were circulated to committee members via email on 8 June 2022, and the proposed revisions to the Complaints and Grievance Management Policy and Procedures were circulated to committee members on 4 August 2022.

Recommendation: That the Committee:

- 1. note the discussion at the meeting; and*
- 2. approve the proposed revisions to the Policy Development and Review Policy.*

Item 4: Committee Forward Plan

Recommendation: That the Committee discuss the progress the sub-committee has made on the meeting forward plan.

Item 5: Director's report

To be received at the meeting.

Recommendation: That the Committee note the Director's report

Item 6: Workplace health and safety report

To be received at the meeting.

Recommendation: That the Committee note the Workplace health and safety report

Item 7: Chairperson's report

To be received at the meeting.

Recommendation: That the Committee note the Chairperson's report

Item 8: Treasurer's report

To be received at the meeting.

Recommendation: That the Committee note the Treasurer's report.

Item 9: Public Officer's report

To be received at the meeting.

Recommendation: That the Committee note the Public Officer's report

Item 10: Grants Officer's report

To be received at the meeting.

Recommendation: That the Committee note the Grants Officer's report

Item 11: Staff Representative report

To be received at the meeting.

Recommendation: That the Committee note the Staff Representative's report

Item 12: Fundraising/Social and Cultural report

To be received at the meeting.

Recommendation: That the Committee note the Fundraising/Social and Cultural report

Item 13: Other Business

For members to raise and discuss any other matters.

Next meeting:

The next meeting will be held at 5.00pm on Tuesday 13 September 2022.