



Heritage Early Childhood Centre Management Committee

Agenda – November 2023

The November 2023 meeting of the Heritage Early Childhood Centre Management Committee will be held at 5.00pm on Tuesday 14 November 2023, in person and via Zoom (<https://anu.zoom.us/j/84718598372?pwd=K3RYdGx2YUhyN3BHQmVwclNsODZtdz09>).

Item 1: Acknowledgement of Country

“We acknowledge and celebrate the First Australians on whose traditional lands we meet and pay our respect to the elders past and present.”¹

Item 2: Introductions, apologies, and announcements.

For members to introduce themselves, note any apologies and announcements.

Recommendation: That the Committee note the apologies and announcements.

Item 3: Approval of minutes

Recommendation: That the Committee approve the minutes of the September 2023 HECC Management Committee meeting, with the approval of the October 2023 minutes being held over to the December 2023 meeting.

Item 4: Director’s report

To be received at the meeting.

Recommendation: That the Committee note the Director’s report.

Item 5: Chairperson’s report

To be received at the meeting.

Recommendation: That the committee note the Chairperson’s report.

Item 6: Treasurer’s report & 2024 Budget update

To be received at the meeting.

Recommendation: That the committee note the Treasurer’s report and the 2024 Budget update.

¹ <https://services.anu.edu.au/human-resources/respect-inclusion/anu-acknowledgment-of-country>

Item 7: Policy Items

Recommendation: That the Committee discuss and approve the following policy items:

- *Enrolment Orientation and Graduating Rooms Policy*
- *Reportable Conduct Policy*
- *Excursions and Extra Activities Policy*
- *Sleep Rest and Relaxation Policy*

Item 8: Staff Representative's Report

To be received at the meeting.

Recommendation: That the Committee note the report.

Item 9: WHS Report

To be received at the meeting.

Recommendation: That the Committee note the WHS report.

Item 10: Grants Officer's Report

To be received at the meeting.

Recommendation: That the Committee note the report.

Item 11: Public Officer's Report

To be received at the meeting.

Recommendation: That the Committee note the report.

Item 12: Other Business

For members to raise and discuss any other matters.

Next meeting:

The next meeting will be held at 5.00pm on Tuesday 12 December 2023.