



Heritage Early Childhood Centre Management Committee

Agenda – October 2022

The October 2022 meeting of the Heritage Early Childhood Centre Management Committee will be held at 5.00pm on Tuesday 11 October 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 September 2022 HECC Management Committee meeting.

Item 3: Committee Forward Plan

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

Item 4: Policy items

The proposed revisions to the Non-Compliance Policy were sent out to committee members on 10 September 2022, and are due to be approved by the Committee at this meeting. In addition, the proposed revisions to the Illness and Infectious Diseases Policy were circulated to committee members via email on 7 October 2022, and are due to be approved at the November HECC Management Committee meeting.

Recommendation: That the Committee:

- 1. note the discussion at the meeting;*
- 2. approve the proposed revisions to the Non-Compliance Policy; and*
- 3. note that the proposed revisions to the Illness and Infectious Diseases Policy are due to be approved at the November 2022 meeting.*

Item 5: Director's report

To be received at the meeting.

Recommendation: That the Committee note the Director's report

Item 6: Chairperson's report

To be received at the meeting.

Recommendation: That the Committee note the Chairperson's report

Item 7: Workplace health and safety report

To be received at the meeting.

Recommendation: That the Committee note the Workplace health and safety 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 8 November 2022.