

HARROW COLLEGE FURTHER EDUCATION CORPORATION

CORPORATION BOARD

TUESDAY 9 OCTOBER 2007

CONFERENCE ROOM, HARROW WEALD CAMPUS

CONVENING NOTICE

There will be a meeting of the Corporation on Tuesday 9 October 2007
in the Conference Room, Harrow Weald Campus, Brookshill, commencing at 7.00pm.

If you are unable to attend please advise the Clerk immediately.

Jayne Chaplin

Clerk to the Corporation

Issued: INSERT DATE

Members:

Shuaib Ali, John Cowan, Gillian Eldridge, Barbara Field (Principal), Ken Goulding, Philip Harding,
Marie Harrison, Clifford Hurst (Vice-Chair), Yusuf Khaleqy, Therese Lorphevre, David Pearson (Chair),
Jayshree Radia, John Steady, Leslie Wilson.

Quorum:

7 members

Attendees

Susan Harrison, Rena Prindiville.

Clerkship:

Jayne Chaplin (Clerk)

**HARROW COLLEGE
MEETING OF THE CORPORATION
TUESDAY 9 OCTOBER 2007, 7.00PM**

AGENDA

Item	Report	Annex No	Action Required	Presented By
1.	CORPORATION DEVELOPMENT SESSION (7.00 pm) Presentation on the College Building Project			Architects & PR Team
2.	PRELIMINARY PROCEDURAL MATTERS (7.30 pm)			
2.1	Attendance and apologies for absence	Verbal	To be noted	Clerk
2.2	Chair's & Clerk's Announcements	Verbal	To be noted	Chair
2.3	Declarations of Interest & Confidential Items	Verbal	To be noted	Clerk
2.4	Minutes of the meeting held on 17 July 2007	Paper 2.4	To be approved	Chair
2.5	Matters Arising	Verbal	To be noted	Chair
3.	ITEMS REQUIRING FORMAL APPROVAL OR ADOPTION (7.45 pm)			
3.1	Minutes of the Audit Committee meeting held on 19/07/07	Paper 3.1	For approval	Chair
	Internal Audit Process	Paper 3.1	For approval	Chair
3.2	Draft Annual Accounts (2006 – 2007)	Paper 3.2	For approval	DoF
3.3	Management Accounts	Paper 3.3	For adoption	DoF
3.4	NWLCC Report	Paper 3.4	For approval	Principal
3.5	Principal's Report	Paper 3.5	For adoption	Principal
4.	OTHER ITEMS FOR ENDORSEMENT, NOTING OR FOR INFORMATION ONLY (8.30PM)			
4.1	Confidential item	Paper 4.1	For endorsement	Chair
4.2	Update from property & Accommodation Committee	verbal	For endorsement	Chair
4.3	Corporation members' evaluation	Paper 4.3	For endorsement	Chair
4.4	LSC, AoC & other Circulars & Responses	Paper 4.4	For information	Clerk
4.5	Corporation Standing Orders & Committees' Terms of Reference	Paper 4.5	For information	Clerk

Item	Report	Annex No	Action Required	Presented By
5.	OTHER BUSINESS, MEETING EVALUATION & DATE OF NEXT MEETING (9.00pm)			
5.1	Any other Business	Verbal	To be noted	Chair
5.2	Date of next meeting Tuesday 4 December 2007	Verbal	To be noted	Chair
5.3	Meeting Evaluation	Paper 5.3	For completion	Members