

**HARROW COLLEGE FURTHER EDUCATION CORPORATION**  
**MEETING OF THE PROPERTY & ACCOMMODATION COMMITTEE**

**WEDNESDAY 4 JUNE 2008**

**CONVENING NOTICE**

There will be a meeting of the Property & Accommodation Committee on Wednesday 4 June 2008 at the Harrow on the Hill Campus (Room W003), commencing at 7.00pm.

If you are unable to attend please advise the Clerk immediately by email to [gclerk@harrow.ac.uk](mailto:gclerk@harrow.ac.uk) or by telephone on 07812 345 871.

**Jayne Chaplin**  
**Clerk to the Corporation**

**Date Issued: 27 May 2008**

**DISTRIBUTION**

**Membership:**

Tony Medhurst	Principal & Chief Executive
Philip Harding	
Clifford Hurst	
Jayshree Radia	Chair

**In Attendance:**

Jayne Chaplin	Clerk to the Corporation
Susan Harrison	Vice Principal
Rena Prindiville	Director of Finance
Matthew Westmore	Director of Estates & Facilities

**Committee Quorum:**

3 members of the Corporation

# HARROW COLLEGE FURTHER EDUCATION CORPORATION

## PROPERTY & ACCOMMODATION COMMITTEE

WEDNESDAY 4 JUNE 2008

### AGENDA

Item	Report	Annex No	Action Required	Presented By
1	Attendance & Apologies for Absence	Verbal	To be noted	Clerk
2	Declarations of financial or non-financial Interests in any agenda item	Verbal	To be noted	Clerk
3	Minutes of the meeting, 1 April 2008	Paper 3	To be approved	Chair
4	Matters Arising	Verbal	To be noted	Chair
5	<b>ACCOMMODATION &amp; PROPERTY REPORTS</b>			
5.1	One Harrow Progress Report Covering the following aspects: building, legal, commercial, LSC, town planning and communications	Paper 5.1	To be noted	DoEF
5.2	Minutes of One Harrow Project Board Meeting	Paper 5.2	To be noted	DoEF
6	<b>FINANCIAL REPORTING</b>			
6.1	Cash Flow & Monitoring Report	To follow	To be noted	DoF
7	Any other Business	Verbal	To be noted	Chair
8	Date of next meeting <b>Tuesday 8 July 2008</b>	Verbal	To be noted	Chair
9	Meeting Evaluation	Paper 9	To be completed	Members