

# **HARROW COLLEGE FURTHER EDUCATION CORPORATION**

## **MEETING OF THE RESOURCES COMMITTEE**

**WEDNESDAY 8 OCTOBER 2008**

### **CONVENING NOTICE**

There will be a meeting of the Resources Committee on Wednesday 8 October 2008 in the Conference Room at the Harrow Weald Campus commencing at 6.30pm

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 07904 105136.

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

**DATE ISSUED: 1 October 2008**

#### **DISTRIBUTION**

##### **Membership:**

Sandra Ernstoff  
Philip Harding  
Anna Kyprianou  
Tony Medhurst  
John Steady  
Leslie Wilson

Principal & Chief Executive

##### **In Attendance:**

Jayne Chaplin  
Rena Prindiville  
John Cudmore

Clerk to the Corporation  
Director of Finance & Information  
Director of Human Resources

##### **Committee Quorum:**

3 members of the Corporation

# HARROW COLLEGE FURTHER EDUCATION CORPORATION

## RESOURCES COMMITTEE

WEDNESDAY 8 OCTOBER 2008

### AGENDA

Item	Report	Annex No	Action Required	Presented
<b>1.</b>	<b>PRELIMINARY PROCEDURAL MATTER</b>			
1.1	Attendance & Apologies for Absence	Verbal	To be noted	Clerk
1.2	Declarations of financial or non-financial Interests in any agenda item	Verbal	To be noted	Clerk
1.3	Minutes of the last meeting	Paper 1.3	To be approved	Chair
1.4	Matters Arising	Verbal	To be noted	Chair
<b>2</b>	<b>Financial Matters</b>			
2.1	Draft Annual Accounts	Paper 2.1	To be noted	DoF
2.2	Franchise & Partnership Provision 2008/09	Paper 2.2	To be noted	DoF
2.3	Enrolment Report 2008/09	Paper 2.3	To be noted	DoF
<b>3</b>	<b>HR Matters</b>			
3.1	HR Report	Paper 3.1	To be noted	DoHR
3.2	Annual Report on Staffing	Paper 3.2	To be noted	DoHR
<b>4</b>	<b>Project Reports</b>			
4.1	One Harrow Financial Update	Paper 4.1	To be noted	DoF
<b>5</b>	<b>Committee Business</b>			
5.1	Committee Annual Report 2007/08	Paper 5.1	To be noted	Chair
5.2	Committee Terms of Reference	Paper 5.2	To be noted	Clerk
<b>6</b>	<b>Other Business &amp; Meeting Evaluation</b>			
6.1	Any other Business	Verbal	To be noted	Chair
6.2	Date of next meeting	Verbal	To be noted	Chair
	<b>Wednesday 3 December 2008</b>			
6.3	Meeting Evaluation	Paper 6.3	To be completed	Members