

HARROW COLLEGE FURTHER EDUCATION CORPORATION

MEETING OF THE RESOURCES COMMITTEE

WEDNESDAY 3 DECEMBER 2008

CONVENING NOTICE

There will be a meeting of the Resources Committee on Wednesday 3 December 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 or by telephone on 07904 105136.

Jayne Chaplin
Clerk to the Corporation

DATE ISSUED: 26 November 2008

DISTRIBUTION

Membership:

Sandra Ernstoff	
Philip Harding	Chair
Anna Kyprianou	
Tony Medhurst	Principal & Chief Executive
John Steady	
Leslie Wilson	

In Attendance:

Jayne Chaplin	Clerk to the Corporation
Rena Prindiville	Director of Finance & Information
John Cudmore	Director of Human Resources
Matthew Westmore	Director of Estates & Facilities

Committee Quorum:

3 members of the Corporation

HARROW COLLEGE FURTHER EDUCATION CORPORATION

RESOURCES COMMITTEE

WEDNESDAY 3 DECEMBER 2008

AGENDA

Item	Report	Annex No	Action Required	Presented
1.	PRELIMINARY PROCEDURAL MATTER			
1.1	Attendance & Apologies for Absence	Verbal	For noting	Clerk
1.2	Declarations of financial or non-financial Interests in any agenda item	Verbal	For noting	Clerk
1.3	Minutes of the last meeting 8 October 2008	Paper 1.3	For approval	Chair
1.4	Matters Arising	Verbal	For noting	Chair
2	Financial Matters			
2.1	Draft Financial Statements & Management Letter for the year-end 31 July 2008	Paper 2.1	For approval	DoF
2.2	Management Accounts	Paper 2.2	For noting	DoF
2.3	Franchise & Partnerships: Update Report	Paper 2.3	For noting	DoF
2.4	Fees Policy 2009/10	Paper 2.4	For noting	DoF
3	HR Matters			
3.1	Pay Update	Paper 3.1	For noting	DoHR
3.2	HR Update	Paper 3.2	For noting	DoHR
4	Monitoring & Other Reports			
4.1	Monitoring Report: Progress against Targets	Paper 4.1	For noting	DoF
4.2	Sustainability Report	Paper 4.2	For noting	DoEF
4.3	Harrow Skills Centre: Extension of Contract	Paper 4.3	For noting	Princjpal
5	Other Business & Meeting Evaluation			
5.1	Any other business	Verbal	For noting	Chair
5.2	Date of next meeting	Verbal	For noting	Chair
	Wednesday 28 January 2009			
5.3	Meeting Evaluation	Paper 5.3	For completion	Members