



## AGENDA

### **IPAF TRAINING COMMITTEE MEETING**

to be held at

**IPAF Ltd**

**Best Western Moat House**

Etruria Hall, Festival Way Stoke-on-Trent, ST1 5BQ.

on

**Wednesday 10<sup>th</sup> March 2010 at 12.30 hrs**

- |      |   |          |
|------|---|----------|
| 1.0  | Welcome & Election/Confirmation of Chairman & V.Chairman                  | RD-J     |
| 2.0  | Apologies for Absence   | Chairman |
| 3.0  | Minutes from the previous meeting held on 15 <sup>th</sup> December 2009. | Chairman |
|      | 3.01 Response from Steve Baldwin to the Minutes                           | S.B.     |
| 4.0  | Matters Arising   |          |
|      | 4.01 Audit Report – Batteries   | R.D-J.   |
|      | 4.02 Back to Back Courses   | R.D-J    |
|      | 4.03 Removal of “every training centre to employ an Instructor”           | R.D-J    |
|      | 4.04 Renewals of Harness course etc.,                                     | MR & RL  |
|      | 4.05 Senior Instructor Criteria   | B.P      |
| 5.0  | Items raised under the Annual Open and Senior Instructor Meetings         | R.D-J    |
| 6.0  | Audit Report  | G.C.     |
| 8.0  | CPD Log   | Chairman |
| 7.0  | Operations Manual does it go digital                                      | S.F.     |
| 9.0  | Changing times of Training Committee Membership                           | R.D-J    |
| 10.0 | Risk Assessments  | G.C      |
| 11.0 | Length of training courses and theory sessions                            | Chairman |
| 12.0 | AOB   |          |
| 13.0 | Date and Venue of next meeting  |          |



## FAXBACK FORM

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*Attending*  *Not attending*

**Please tick appropriate box**

**Signed:** .....

**PRINT:** .....

**Company:** .....

**Date:** .....

**Please return completed form by Monday 1st  
March 2010, by return to  
Fax No: + 44 (0)15395 64686  
or advise by e-mail: [susan.foster@ipaf.org](mailto:susan.foster@ipaf.org)**