



West Yorkshire Lifelong Learning Network

IAG Task Group

Training and Development Focus Group

Tuesday 3rd February 2009

From 1000 hours until 1200 hours followed by a buffet lunch

**In the WYLLN meeting room, level 10 of the Central Services Building at
The University of Huddersfield.**

A G E N D A

- 1. Welcome and Introductions**
- 2. Notes of the meeting held on 20th October 2008**
- 3. Review of recent training, UKNaric & Solution Focused Interviewing**
- 4. Wakefield Training Needs Analysis Project review**
- 5. Quality Standards**
- 6. Emerging issues and themes**
- 7. Review of Training Opportunities**
- 8. IAG Commissioning Round 4**
- 9. Development of Training Plan 09/10**
- 10. Date & location of next meeting**