

**Agenda for a virtual meeting of the
 Member Development Committee (MDC)
 on Tuesday 14 November 2023 at 18:00
 by Microsoft Teams**

Supporting papers are issued with the agenda.
 where available; others will be added to the meeting's SharePoint folder as they are ready, with the
 intention of completing the full set by the Friday before the meeting at the latest.

Item nr	Business	Lead	Pre-read paper
1	Apologies for absence	-	-
2	Declaration of any conflicts of interest	-	-
3	Minutes of the meeting held on 5 September.	Chair	3.0 Minutes
4	Matters arising <ul style="list-style-type: none"> • To consider short-, medium-, and long-term goals for MDC – <i>Agenda item 7</i> • To make minor changes to the Developer Account. <i>Pending</i> • To set up an ad hoc MDC meeting to discuss the risk register after the November Risk Training. – <i>Done</i> • Send feedback forms to two applicants for DE 2023. • Socialise DE at the beginning of the season – <i>3 posts scheduled to go out in Feb 2024 + reminders throughout winter.</i> • To upload visual guidelines and useful terms booklet to the website – <i>scheduled 25.10.2023.</i> • Finalise the hotel costs for AGM/Expo and arrange for contract to be signed. <i>Done</i> • Gather information on the data that can be extracted from PIMS – <i>Done</i> • Consider what KPIs can be considered if IDE data cannot be extracted from PIMS. • Set up a Rise Up repository in MDC SharePoint. – <i>Done</i> • To find historic work on Rise-Up and add to Rise UP repository. 	Chair	-
5	Communications to members and beyond Update on the digital mag	Annette O'Neill/ Rachel Tanner (Dialogue)	5.0 Dialogue status
6	MDC Budget 2023-2024	Chair	6. 2024

7	Short, Medium, and Long-Term Goals	Chair	
8	Development Events <ul style="list-style-type: none"> Record Attempt 	Wes Guest	8.0 Record Attempt
9	Coaching Structure Working Group (CSWG)	Martin Soulsby	9.0 CSWG Update
10	Inclusivity. Diversity and Equality sub committee	Mary Barratt	10.0 IDE Draft Minutes 04.10.23
11	Expo Working Group	Rob Hartley	
12	Provisional member email addresses	Craig Poxon	14.0 Encouraging PTOs to supply Provisional member email addresses
13	A.O B		
14	Date of next meeting to be advised after the Inaugural Council meeting January 2024.		

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