

# Beauty Services Targeted Review of Qualifications

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## Notice of Meeting

This is to advise you that a meeting of the above committee will be held in accordance with the following details:

On:	Friday 17 May 2013 starting @ 10am
Place:	Elite International School of Beauty Therapy 3 Broadway Newmarket Auckland
Duration:	5 hours
Purpose:	First meeting of the Beauty Services Governance Group

## AGENDA

10.00 am	Welcome, introductions and apologies	Robyn Fitzgerald
10.20 am	Consultation meeting feedback report, and interim chair	Erica Cumming
10.30 am	Governance group terms of reference	
11.00 am	Working group terms of reference	
11.30 am	Working group nominations and membership	
11.45 am	Stakeholder list for consultation	
11.50 am	Review of current suite of qualifications	
12.30 pm	Lunch	
1.00 pm	Needs analysis	Robyn
1.30 pm	Draft review plan	Erica
2.15 pm	Communication plan	
2.40 pm	Confirmation of chair	
2.45 pm	Set date for next meeting	Chair
3.00 pm	Close	

Copies of relevant documents will be made available after the meeting.

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