

4 June 2003

Dear Councillor

CPA TASK GROUP

A meeting of the CPA Task Group will be held at the Council Offices, London Road, Saffron Walden at 5.00 pm on Thursday 12 June 2003.

Yours faithfully

ELIZABETH FORBES

Chief Executive

**A G E N D A
P A R T I**

- 1 Apologies for absence and declarations of interest.
- 2 The role of the Group.
- 3 CPA – the process.
- 4 Timescale.
- 5 Peer review of self-assessment
- 6 Key issues.
- 7 CPA workshop on 23 June 2003.
- 8 Dates of future meetings.
- 9 Any other items which the Chairman considers to be urgent.

To: Councillors R J Copping, **A Dean**, E J Godwin, R T Harris, A J Ketteridge and A M Wattebot.

Lead Officer:- Ian Orton

Committee Officer:- Rebecca Haylock