

12 December 2003

Dear Councillor

CPA TASK GROUP

A meeting of the CPA Task Group will be held in the Chief Executive's office at the Council Offices, London Road, on Wednesday 17 December 2003 at 6.00 pm.

Yours faithfully

BRIAN PERKINS

Acting Chief Executive

A G E N D A
P A R T I

- 1 Apologies for absence and declarations of interest.
- 2 Notes of the meeting held on 3 December 2003.
- 3 Matters arising.
- 4 The IDeA Peer Challenge – Draft Feedback.
- 5 CPA Documentation – Timescale.
- 6 CPA Tour and Site Visit – Tuesday 10 February 2004.
- 7 CPA Timetable week of 23 February 2004.
- 8 Training Update.
- 9 Any other items which the Chairman considers to be urgent.
- 10 Date of next meeting – 7 January 2004 at 9.00 am.

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: Rubina Kirmani