

## AGENDA – CAP167 WORKING GROUP

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Meeting No.	1
Date of Meeting	26 <sup>th</sup> June 2008
Time	10:00am
Location	Holiday Inn, Warwick

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	<u>Item</u>	<u>Lead</u>	<u>Action</u>	<u>Documents</u>
1.	Apologies		Note	
2.	Background and issues behind CAP167	Craig Maloney	Note	
3.	Agree Terms of Reference	Emma Carr	Agree	
4.	Agree Timescales and Rough Project Plan	Emma Carr	Amend as necessary	
5.	Next Steps	ALL		
6.	Date of Next Meeting –	Beverley Viney	Note	