3rd MEETING OF THE CPA SCOTLAND BRANCH EXECUTIVE COMMITTEE
TO BE HELD ON WEDNESDAY 10 NOVEMBER 2010 IN ROOM Q1.04 at
12.45pm

AGENDA

1. Apologies

2. Minutes from the 1st Meeting and Matters Arising: CPA/S3/10-11/2/DM

   Lachlan Macquarie Anniversary
   Oral Update from secretary

   Visit to Scotland Branch by Janet Ryder AM, Regional Representative for
   the British Islands and Mediterranean Region (BIMR)
   Oral Update from secretary

3. CPA resources and forward programme of activity: CPA/S3/10-11/3/1

   Members are respectfully invited to note the current state of play in relation
   to Branch activities; note relevant issues; note changes which impact on
   resources; provide advice where necessary; provide views and decisions
   where necessary and outline possible options for consideration in some
   cases. The main topic for consideration is further consideration around the
   technical assistance project and a proposed visit to Malawi in January.

   Paper to follow

   Members of the Branch Executive Committee are requested to consider
   the draft visit report.
5. **Handover Paper: CPA/S3/10-11/3/3**

As agreed at the last meeting, the Branch Secretary was asked to provide a draft paper outlining topics for inclusion in a *Handover Paper* outlining thoughts for the new Executive Committee to consider at the start of Session 4. Members are therefore invited to consider possible topics for inclusion.

6. **Australia New Zealand follow-up action: CPA/S3/10-11/3/4**

As agreed at the last meeting Members are invited to consider the action taken by officials in relation to recommendations outlined in the visit report.

7. **Commonwealth Week 2011: CPA/S3/10-11/3/5**

Members of the Branch Executive Committee are asked to consider and agree a programme of activity for the CPA Scotland Branch celebration of Commonwealth Week.

8. **Any other business**

9. **Dates of next meetings**

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<tr>
<td>2011</td>
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<tr>
<td>Wed 12 Jan</td>
<td>12.45pm</td>
<td>Room Q.104</td>
<td>Sandra White</td>
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<td>Wed 2 Mar</td>
<td>12.45pm</td>
<td>Room Q.104</td>
<td>Ted Brocklebank</td>
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Margaret Neal  
Secretary, CPA Scotland branch  
The Scottish Parliament  
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