

# Agenda

## CMP376

## Workgroup Meeting: 2

Date:	13/12/2021	Location:	Teams
Start:	10:00	End:	13:00

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Topics to be discussed		Lead
1.	Introductions/Apologies	Chair
2.	Modification Process including Workgroup Responsibilities	Chair
3.	Objectives and Timeline	Chair
4.	Recap of Workgroup 1 and what has happened since	Chair
5.	Introduce Terms of Reference (TOR)	Chair
6.	Proposers Presentation including background, the scope of CMP376, the proposed solution and how each TOR will be addressed	Proposer
7.	Cross Code Impacts (particularly STC)	Workgroup
8.	Workgroup Questions/Discussions/Alternatives?	Workgroup
9.	AOB	Workgroup
10.	Next Steps	Chair