

# Agenda

## CM079

## Workgroup Meeting: 1

Date:	17/01/2022	Location:	Teams
Start:	10:00	End:	13:00

## Agenda

	Topics to be discussed	Lead
1.	Introductions/Apologies	Chair
2.	Modification Process	Chair
3.	Objectives and Timeline	Chair
4.	Workgroup Responsibilities	Chair
5.	Introduce Terms of Reference (TOR)	Chair
6.	Proposers Overview of CM079	Proposer – Richard Woodward
7.	Workgroup discussions on solution	Workgroup
8.	Next Steps	Chair