

# Agenda

## **CMP375 Workgroup 20 / CMP315 Workgroup 23**

**Date:** 16/08/2023

**Location:** Online meeting via Teams

**Start:** 09:00

**End:** 14:00

### **Agenda**

#	Topics to be discussed	Lead
1.	Meeting expectations	Chair
2.	Objectives and Timeline	Chair
3.	Actions Review	Chair
4.	Terms of Reference	All
5.	Smoothing Factor Analysis	Paul Mott, Jo Zhou and Nick Sillito
6.	Workgroup Report	All
7.	Legal Text Review	Paul Mott
8.	Workgroup vote	All
9.	Any Other Business	Chair