

## DCUSA Digitalisation Development Group (DDDG) Technical Subgroup

### Meeting 03

23 December 2025 (11:30 to 13:00)

[MS Teams /teleconference details:](#)

[Join the meeting now](#)

Meeting ID: 347 527 094 144 7

Passcode: aW2FN3bx

**Dial in by phone**

[+44 20 3855 5248,,774881550#](#) United Kingdom, City of London

[Find a local number](#)

Phone conference ID: 774 881 550#

### Draft Agenda

No.	Topic	Paper	Lead
1.	Administration <ul style="list-style-type: none"><li>Recording</li><li>Apologies</li></ul>	Administration	Chair
2.	Review Meeting 02 Outcomes	Verbal	Chair
3.	Complete "Keep It Up-to-Date" stage	Verbal	Chair
4.	Define the MVP <ul style="list-style-type: none"><li>Verify key themes identified</li><li>Feature prioritisation</li><li>Agree data standardisation approach</li></ul>	Verbal	Chair
5.	Any Other Business	Verbal	Chair