

Modification 0514 Development Work Group

The first meeting of the Development Work Group took place on 4 February 2002, discussions covered the following areas:

- Terms of Reference
- Objectives of the Work Group
- Schedule of Meetings & Discussions
- Structure of Discussions

Terms of Reference

Transco presented the final terms of reference for the Development Work Group highlighting composition of the group and emphasising the need for a Quorum to be in attendance, Transco went on to outline the scope of the group, reporting requirements ,and timeframes to which the group must adhere.

Objectives of the Work Group

Transco confirmed the objective of the group as being, to produce a Development Work Group Report, for representation at the June Modification Panel. Giving consideration to Users representations against Modification Proposal 0514 whilst maintaining consistency with the Development Work Group terms of reference.

Schedule of Meetings

Transco proposed a schedule of meetings and topics for discussion in order to facilitate the process within the time frame allotted.

Standards of Service Development Work Group **Schedule of Meetings**

Day	Date	Start Time	Venue
Monday	4 February 2002	11:30am	Buckingham Gate, London
Tuesday	19 February 2002	10:30 am	Buckingham Gate, London
Tuesday	5 March 2002	TBA*	Theatre 1, Lansdown Gate Solihull
Tuesday	19 March 2002	10:30 am	TBA
Tuesday	9 April 2002	TBA*	Buckingham Gate, London
Tuesday	23 April 2002	10:30am	Buckingham Gate, London
Tuesday	7 May 2002	TBA*	31 Homer Road, Solihull
Tuesday	21 May 2002	TBA*	TBA

Structure of Discussions

The group agreed the following structure should be adopted for discussions to facilitate the production of the final Development Work Group Report.

Overview of Existing Standard
Comparison with Proposed Standard
Interdependencies : Users, SoS and Systems
Impacts of Unbundling
Applicability of Standard
Definition of Service
Rationale for Incentive Payment Value
Rules for Triggering Payment

Finally Mike Young BGT provided a brief background to the rationale behind the proposal on behalf of the group, he went on to responded to the questions provided by Transco in advance of the meeting and concluded with the providing justification for each of the areas .

The next meeting of the Development Work Group is planned for 19th February 2002.