

## DCP 438 Working Group Meeting 01

22 April 2024 (10:00 to 13:00)

MS Teams Meeting / Teleconference

### MS Teams /teleconference details:

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Meeting ID: 345 752 912 396

Passcode: PXfvaW

### Dial-in by phone

[+44 20 3855 5248,,678896905#](#) United Kingdom, London

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Phone conference ID: 678 896 905#

### Final Agenda

No.	Topic	Paper	Lead
1.	Administration <ul style="list-style-type: none"> <li>• Recording</li> <li>• Apologies</li> <li>• Competition Law Guidance</li> <li>• Terms of Reference</li> <li>• Action Log/ Decision Log/ Version Control</li> </ul>	Administration	Secretariat
2.	Purpose of the Meeting <ul style="list-style-type: none"> <li>- Introduction from the Chair</li> </ul>	Verbal	Chair
3.	Overview of DCP 438 <ul style="list-style-type: none"> <li>- Why has the change been raised?</li> <li>- What parties will be impacted?</li> <li>- What is the proposed solution?</li> </ul>	DCP 428 Change Proposal	Proposer
4.	Review and Discussion of Change Proposal <ul style="list-style-type: none"> <li>- Initial views from Working Group members:               <ul style="list-style-type: none"> <li>○ Do you understand the issue?</li> <li>○ Have all impacted parties been identified?</li> </ul> </li> </ul>	Verbal	Chair / All

	<ul style="list-style-type: none"> <li>○ Do we need further information to progress a solution?</li> <li>○ Initial thoughts on proposed solution</li> <li>○ Any alternative solutions?</li> <li>- Approach and next steps <ul style="list-style-type: none"> <li>○ Review of actions and ownership</li> <li>○ What is needed prior to next meeting?</li> <li>○ Agenda items for next meeting</li> </ul> </li> </ul>		
<b>5.</b>	Review/ Update Work Plan	Work Plan	Chair
<b>6.</b>	Any Other Business	Verbal	Chair