

Consumer Bills and Communications Roundtable

7th meeting of the Consumer Bills and Communications Roundtable Group	Date and time of Meeting	26 February 2013 08:45 – 12:00
	Location	Ofgem, 9 Millbank Room 1

Tea and Coffee 08:45-09:00

1. Welcome from the Chair

1.1. Introduction 09:00-09:15

2. Purposes of supplier communications

2.1. Finalise purposes document 09:15-09:45

2.2. Breakout into two groups to evaluate the content of a bill. 09:45- 10:30

2.3. Summary and next steps 10:30-10:45

2.4. Tea & Coffee 10:45-11:00

3. Standardisation of Terms

3.1. Discuss ten core terms 11:00-11:30

3.2. Next steps 11:30-11:50

4. AOB

5. Closing remarks 11:50-12:00