



To whom it may concern

Our ref: UTMC-c069-mc  
Date: 14 November 2008

Dear colleague

### **UTMC Development Group Membership**

I wrote to you at the end of September, to present the proposals of the UTMC Development Group (UDG) to formalise as a subscription body with effect from 1 January 2009. I am pleased to say that the response was generally positive, despite the current economic conditions.

The formalisation will therefore proceed as planned, and this letter invites you to join the UDG as a subscribing member. To this end, I enclose an *Invitation to Subscribe* document, which includes a summary of our Business Plan for the coming year, and an application form for you to consider and (I hope) fill out and return, along with the *Subscriber Terms and Benefits* for 2009-10 membership.

There have been a number of changes since the Market Testing document was circulated. These changes respond to concerns which were raised during the process, and are in summary as follows:

- Benefit for members. There was a concern that non-members will have access to the substantive publications of the UDG, which will have been paid for by members. We have rebalanced this: while non-members will still have free access to the Technical Specification and supporting documents, they will not have access to technical workshops. We are also exploring the potential for formalising early access by members to draft Technical Specification updates, via an exclusive "bedding in" period of say six months.
- Effective cooperation. Some of the activities proposed in the Market Testing document were felt to be similar to services already provided by other organisations. It is both more efficient and more coherent to try to align these. Specifically we will seek to build on our existing relationships with the ITS(UK) Local Authority Interest Group for marketing and outreach, and with our colleagues in the Joint Chairs Group for library management.
- Affordability. A flat subscription rate, while probably acceptable across the public sector, was felt to be unfair on individuals and small companies. We have therefore changed the cost structure: there is now a "small organisations" tier of membership at much lower cost.

**UTMC Ltd**

Registered in England Number 5535034

Main Office: Surrey Technology Centre  
Surrey Research Park, Guildford, Surrey, GU2 7YG

Registered Address: c/o Menzies 1st Floor Midas House  
62 Goldsworth Road Woking GU21 6LQ

tel: +44 (0)1483 688 270  
fax +44 (0)1483 688 271

email: [utmc@centaurconsulting.co.uk](mailto:utmc@centaurconsulting.co.uk)

14 November 2008

We have reviewed our Business Plan and have, as a result of these points, been able to reduce our subscriptions across the board. This will make membership more affordable for everybody.

I urge you to consider the enclosed draft documents carefully, and to respond to the Secretariat by 12 December 2008 with your application to join the UDG next year. Please note that you will need to indicate whether you wish your membership to begin in January or April.

The UK can be justly proud of its efforts over the past decade to bring UTMC systems to fruition. But we all realise, I think, that there is much more to do, and the UDG is committed to sustaining this on a collaborative, community-wide basis. These are exciting times!

Yours

Simon Beasley  
Chair, UTMC Development Group