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| <b>Paper Reference:</b> | <b>CSC_55_1909_05</b> |
| <b>Action:</b>          | <b>For Decision</b>   |

## Change Sub-Committee 2024 Meeting Dates

### 1. Purpose

This paper provides the proposed 2024 Change Sub-Committee (CSC) meeting dates for approval by the CSC.

### 2. Meeting Dates

The CSC meetings will continue to be held on the third Tuesday of each month, which will allow for the timeliest flow of discussions and recommendations between each of the modification-related meetings and will also allow the Smart Energy Code Administrator and Secretariat (SECAS) to maintain largely the same overall schedule for modification-related meetings going forward.

The below dates are therefore proposed for the CSC's approval:

| <b>CSC meeting dates</b>  |
|---------------------------|
| Tuesday 16 January 2024   |
| Tuesday 20 February 2024  |
| Tuesday 19 March 2024     |
| Tuesday 16 April 2024     |
| Tuesday 21 May 2024       |
| Tuesday 18 June 2024      |
| Tuesday 16 July 2024      |
| Tuesday 20 August 2024    |
| Tuesday 17 September 2024 |
| Tuesday 15 October 2024   |
| Tuesday 19 November 2024  |
| Tuesday 17 December 2024  |

### 3. Next steps

Subject to the CSC's approval SECAS will circulate calendar invites for the above 2024 meeting dates.

### 4. Recommendations

The CSC is requested to **AGREE** the proposed meeting date schedule for 2024.

Rachel Black

SECAS Team

12 September 2023