

Change Sub-Committee Meeting 73

18 March 2025

Meeting Recordings

- Going forward, SEC Sub Committee meetings will be recorded for the purpose of ensuring accuracy of meeting minutes. By participating in the meeting, you accept that your voice will be recorded for this purpose.
- Just a reminder that we should be able to have free discussions of ideas

Competition Act Compliance

It is everyone's responsibility to say something

The Chair will move the conversation on



■ CSC Terms of Reference

The CSC is the delegated Sub-Committee of Panel for dealing with Modifications. The CSC has power to determine:

- If the **stage gates** have been completed
- If the **scale** (both sides and therefore business case) is understood
- **Modification is confirmed as the most appropriate solution**
- Affected **SEC areas** identified
- Where applicable, potential high-level **solution** options for resolving the issue have been identified (including, where possible, an assessment of whether costs and complexity would be high, medium or low to inform the benefits case of proceeding).

■ CSC Terms of Reference

Determine whether the solution(s) proposed in a Modification Proposal is sufficiently developed and understood that it can be progressed to a final decision:

- A **solution** (or solutions) has been clearly defined
- The **impacts** of the solution(s) on all participants have been fully identified
- All implementation and on-going **costs** have been drawn out and scrutinised
- The **implementation approach** has been clearly laid out, including the technical specification versions arising from the change
- The changes to the **SEC documentation** have been fully drafted
- The **business case** for change has been fully defined
- An assessment against the Applicable **SEC Objectives** and the **consumer benefits** analysis have been completed
- All questions raised along the way have been **answered**

■ Agenda

1. Welcome new members
2. Approval of previous meeting minutes
3. Actions Outstanding
4. SEC Modification Progression
5. SEC Modification Timetables
6. Post Decision Delivery
7. SEC Releases Update
8. June 2024 SEC System Release Costs
9. Sub-Committee Expenses
10. Any other business



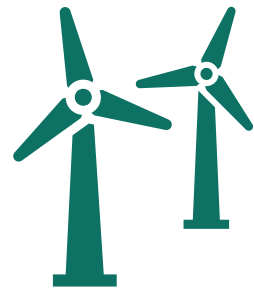
Agenda Item 1

Welcome new members

■ New Change Sub Committee members



Charlie Sands -
Fuse Energy



Gerdjan Busker -
Prescience



Agenda Item 2

Approval of previous meeting minutes
Sophia Master (SECAS)

■ Recommendations

- No comments were received from the previous meeting minutes
- **APPROVE** these minutes as final



Agenda item 3

Actions Outstanding

■ Actions Outstanding

Ref	Action	Owner	Update	Status
69/05	SECAS to investigate the 'Weighted Value' for DP284 and the discrepancy between the values on the slide and in the table.	SECAS	There will be an explanation provided in the March CSC meeting.	OPEN



Agenda item 4

SEC Modification Progression

■ MP241 'Interoperability Checker Update'

Georgie Severin

Raised by Robin Seaby from the Data Communications Company (DCC)

Progress to Report Phase

LOW

■ MP241: Overview

- Interoperability Checker Service enables consumers to check whether their Device should be operating in Smart Mode
- The current results are generalised based on Device Models and Supplier Interoperability Data.

Issue



- The information is subject to change, leading to inconsistency and consumer confusion.
- Citizen's Advice feedback suggests improvements to the tool would be welcome by consumers.

Impact

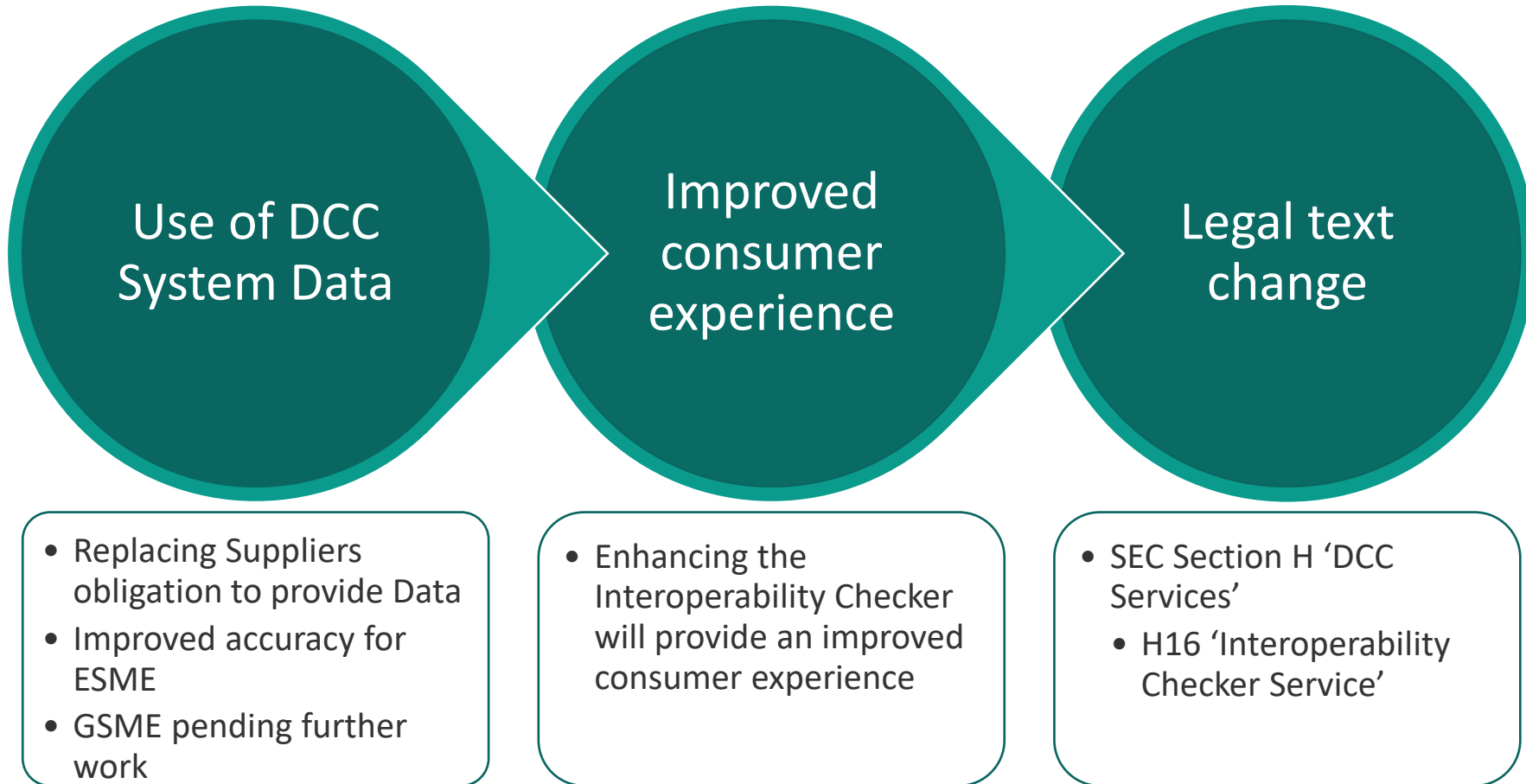


- SEC Section H 'DCC Services'
- DCC to provide Data to determine Device operability in Smart Mode

Proposed Solution



■ Proposed Solution summary (1/2)



■ Proposed Solution summary (2/2)

Report 1 (weekly)

Serves business requirements 1 & 3

- ***Data indicating whether their smart meter can operate in Smart Mode***
- ***Data indicating whether if a switch of Supplier occurs, that the meter would continue to operate in Smart Mode***
- SRV 4.6.1 'RetrieveImportDailyReadLog'
- SRV 4.8.1 'ReadActiveImportProfileData'
- SRV 4.8.2 'ReadReactiveImportProfileData'
- All variants of SRV 4.1 & SRV 4.4
- SRVs which read Import, billing and Change of mode details

Report 2 (daily)

Serves business requirement 2

- ***Data indicating whether their smart meter is currently operating in Smart Mode***
- For each Enrolled SMETS1 Smart Metering System, whether the Responsible Supplier is operating a Smart Metering System in Smart Mode

Refinement Consultation key points

Respondent comment

While the proposal may improve the accuracy, use of data sources to predict for any individual site will still lead to inaccuracies so the issue will not be resolved

Believes that the issue is not one to be resolved due to the consumer having the ability to interact with their Supplier directly to check whether it would be viable to have a Smart Meter

SECAS response

The proposed enhancements to the Interoperability Checker Service will provide an improved independent source of information. Whilst it will not resolve all issues, it will offer a significant improvement on the current Data provision.

Citizens Advice has noted that many website users have already been in contact with a Supplier before using the Interoperability Checker Service.



Working Group

Does not support the modification

Proposed Solution makes the tool a Smart Mode Checker

Suppliers should be first point of contact

TABASC

Remained neutral

Suppliers should approve the data being presented

SSC

Remained neutral

Satisfied with changes being made to the Interoperability Checker are secure

OPSG

Remains overall neutral

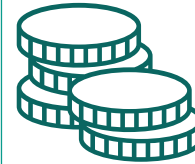
Believe that providing ESME information in the first instance is acceptable

■ MP241: Assessment of Change



Impacted Parties

- Suppliers
- DCC



Costs

- £86,862
- SECAS implementation costs



Target Release

- Ad hoc SEC Release (six months after vote)



Benefits

- Improves the accuracy of the Interoperability Checker Service
- Potential to reduce enquiries to the DCC and Suppliers

SEC Objective (a) & (c)

(a) facilitate the efficient provision, installation, and operation, as well as interoperability, of Smart Metering Systems at Energy Consumers' premises within Great Britain

(c) facilitate Energy Consumers management of their use of electricity and gas through the provision to them of appropriate information by means of Smart Metering Systems

■ MP241: Recommendations

- **DETERMINE** whether MP241 should be progressed to the Report Phase
- **APPROVE** the Modification Report
- **APPROVE** the implementation approach
- **AGREE** that MP241 should be progressed as a Self-Governance Modification

SEC Objective (a) & (c)

(a) facilitate the efficient provision, installation, and operation, as well as interoperability, of Smart Metering Systems at Energy Consumers' premises within Great Britain

(c) facilitate Energy Consumers management of their use of electricity and gas through the provision to them of appropriate information by means of Smart Metering Systems

DP287 'Access to historic GSME battery Alerts'

Ben Giblin

Raised by Joey Manners of Octopus Energy

Progress to Refinement Process

MEDIUM

Overview

- Suppliers do not have visibility of whether a gas battery loss event has taken place if it took place before the Supplier gained the supply.

Issue



- Suppliers can't proactively resolve the issue, with the consumer going through standard fault resolution processes.
- This leads to increased costs and poor consumer experience.

Impact



- Potential Solution 1 - Extending period that DCC holds list of Alerts.
- Potential Solution 2 - Allowing gaining Supplier to exchange Certificates using Registration Data.

Potential Solution

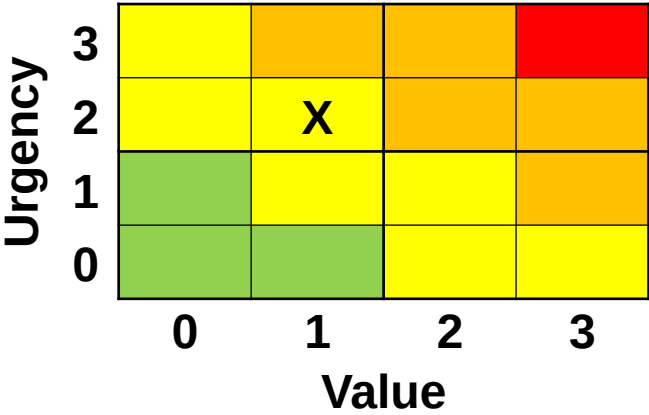


■ Prioritisation

Legal & regulatory compliance	Operational performance	Cost benefit	Consumer impact	Security impacts	Weighted average	Urgency	Priority
0	2	2	2	0	1	2	MEDIUM

Rationale

- Operational, cost and consumer benefits from quicker identification of issue rather than standard fault resolution process.



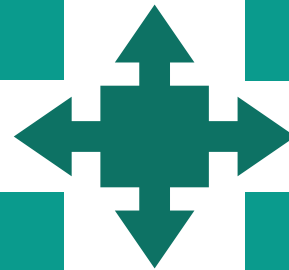
■ DP287: Assessment of the Issue

Has the issue or business problem been clearly defined?

Gaining Suppliers are unable identify why the GSME is unresponsive. They are unable to view historic Alerts to identify the appropriate resolution.

Has the nature and scale of the impact if the issue is not resolved been clearly described?

Standard fault resolution is undertaken, rather than resolution to replace the gas battery.



Is a change to the SEC required to resolve this issue?

SEC Schedule 12 - GBCS

Proposed solution and the likely scale of the impacts and costs arising from this?

Sol. 1 - DCC extends Alert history.
Sol. 2 – Gaining Supplier able to replace Certs using Regis. Data.

■ Areas for Assessment

Scale of the issue

- SECAS notes that Parties generally expect GSME battery to last around 15 years and with many SMETS1 and SMETS2 GSME installed in the previous 10 years, the number of occurrences of this issue is likely to increase.

Potential Solutions

- 1st suggestion – extending period which DCC holds onto Alerts to allow them to be viewed for more than 30 days.
- 2nd suggestion – allowing the incoming Supplier to replace Certificates on the Device using Registration Data, allowing them to send SR 7.4.

■ Forum views

Issues Group

Supports the
modification

■ Timetable

Date	Event/Activity	Notes
Mar – Jun 2025	Develop Business Requirements	<i>RWS, Working Group, TABASC, OPSG</i>
Jun – Aug 2025	Solution Development	<i>Preliminary Assessment, Working Group, TABASC, OPSG</i>
Aug 2025 – Jan 2026	Solution Refinement	<i>Refinement Consultation, Impact Assessment</i>
Mar 2026	Enter Report Phase	

■ DP287: Recommendations

- **DETERMINE** whether the issue and the impact it is having is clearly defined and understood
- **DETERMINE** whether DP287 should be converted to a Modification Proposal
- **DETERMINE** whether MP287 should be progressed to the Refinement Process
- **AGREE** the first package of work and the timetable for MP287

■ DP288 'Erroneous Section J Default Notices'

Simon Grimwood

Raised by Catherine Duggan from ENWL

Progress to Refinement Process

Medium

Overview

- ENWL have identified instances where as the DCC have issued a notice due to the late collection of a Direct Debit.
- There is no provision within SEC Section J for the prevention (or exclusion) of the DCC issuing default notices to a Party due to DCC's late collection of the payment by the due date on the Party invoice.

Issue



- Potential reputational damage relating to Parties involved
- Resource required from all Parties to resolve any disputes
- Disputes can be escalated to the SEC Panel for determination

Impact



- The Proposer would like to place an obligation within the SEC preventing the DCC from raising an Event of Default Notice against a Party on the grounds of a late Direct Debit collection by the DCC.

Potential Solution

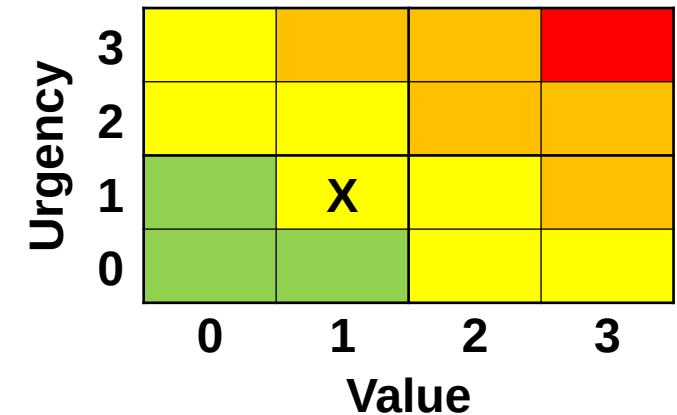


■ Prioritisation

Legal & regulatory compliance	Operational performance	Cost benefit	Consumer impact	Security impacts	Weighted value	Urgency	Priority
1	2	1	0	0	1	1	Medium

Rationale

- Ensure accuracy in DCC invoicing processes
- Mitigate the use of unnecessary resource from DCC & Parties in question
- Eliminate potential escalations to the SEC Panel in the case of erroneous Events of Default



■ Areas for Assessment

Scale of the issue

- This modification may require a change to ongoing operational and financial processes utilised by both the DCC and SEC Parties. SECAS will look to determine any potential impacts and outline any changes required to the SEC where applicable.

Proposed Solution

- The Proposer would like to place an obligation within the SEC preventing the DCC from raising default notices against a SEC Party on the grounds of a late Direct Debit collection by the DCC.

■ Timetable

Date(s)	Event/Activity	Notes
18 Mar 2025	Presented to the Change Sub Committee (CSC) for initial comment	-
18 Mar 2025	CSC converts Draft Proposal to Modification Proposal	-
8 Apr 2025	Modification presented to the OPSG	<i>Discuss any potential operational impacts of implementing a new obligation</i>
23 Apr – 14 May 2025	Refinement Consultation	-
4 Jun 2025	Modification presented to the Working Group	<i>Discuss Refinement Consultation responses</i>
17 Jun 2025	Modification Report approved by CSC	-
18 Jun – 9 Jul 2025	Modification Report Consultation	-
23 Jul 2025	Change Board Vote	-

■ DP288: Recommendations

- **DETERMINE** whether the issue and the impact it is having is clearly defined and understood
- **DETERMINE** whether DP288 should be converted to a Modification Proposal
- **DETERMINE** whether MP288 should be progressed to the Refinement Process
- **AGREE** the first package of work and the timetable for MP288

BREAK



PLEASE RETURN IN 10 MINUTES



Agenda item 5

SEC Modification Timetables
Ben Giblin (SECAS)

Summary and Matrix

URGENCY

3		P218	P284 P285	P275 P277
2		P255 P287	P252 P268 P282	P280
1	P235 (P244) P271	(P085B) P219 P257 P265 P288	(P247) P266 P273 P281 P283	P169
0	P205 P234 P279 P286	P165 P184 P206 P241	(P137)	P094
	0	1	2	3

VALUE

35 Active Modifications

Six Modifications on hold

Scoping six potential new issues

■ Prioritisation changes

Modification	Prioritisation change	Rationale
MP085B 'Synchronisation of Smart Meter voltage measurement periods (meters currently installed)'	Urgency decreased from 1 to 0. The prioritisation has changed from MEDIUM to LOW .	This modification has been placed on hold for 12 months to monitor new firmware which will implement MP085A functionality.
MP265 'Implementing ADT changes in response to a Security Incident'	Urgency decreased from 1 to 0. The prioritisation has changed from MEDIUM to LOW .	This modification requires a second DCC Impact Assessment before it can proceed.

■ High and very high priority

MP169 'Managing SEC Obligations and the Consumer's right to refuse a Smart Meter'

- SECAS is assessing whether to alter the title of this modification with the Proposer.
- Second Impact Assessment needs to be requested before the Modification Report can be finalised.

DP218 'Review of the SEC Charging Methodology'

- DCC are examining the responses to the consultation which closed in early February.
- Once the responses are published the next steps for this modification will be confirmed.

MP268 'Certificate rotation and expired Certificates'

- Following feedback from the TABASC, this modification is no longer system impacting on the current DSP.
- This modification will be presented to the CSC in April.

■ High and very high priority

MP282 'Removal of Registration Check for Suppliers using SR8.9 targeting SMETS2+ CHF'

- Entered the Report Phase at the February CSC meeting.
- The TABASC supported the modification.
- Will be discussed at SSC on 12 March before the Modification Report Consultation opens.

MP284 'Extension of life to FOC S1SPKI End Entity Certificates'

- Modification Report Consultation open until 12 March, undergoing Change Board vote on 26 March.

MP285 'Radio Teleswitch Service switch off'

- Will be presented to the CSC to determine whether it should enter the Report Phase.
- If so, a five working day Modification Report Consultation will take place before the modification undergoes final vote at Change Board on 26 March.

■ On hold

MP085B – Dependent on whether firmware produced by two Manufacturers whose Devices do not align to MP085A roll out firmware to update Devices.

MP094 – Requires a DCC Assessment to calculate the cost of a UTRN solution for S1 Devices for all commands. The SSC does not support this solution.

MP137 – Dependent on whether the business requirements are delivered in FSM.

MP244 – Requires a DCC Assessment for the new DSP.

MP247 – Requires a DCC Assessment for the new DSP.

MP265 – Requires a DCC Assessment for the new DSP.

DCC Assessments

Modification	Submission Group	Priority	Rationale
MP169 'Managing SEC Obligations and the Consumers right to refuse a Smart Meter'	1	HIGH	Requires a second DCC Impact Assessment before the Modification Report can be finalised. A high priority modification with the most industry interest.
MP094 'Supporting prepayment customers in no SMWAN scenarios'	1	MEDIUM	Older modification which requires a cost in order to move through the modification process. Requirements yet to be finalised for submission.
MP281 'Install Codes in the SMI'	1	MEDIUM	RWS on 31 st March – as MP121 had similar requirements

DCC Assessments

Modification	Submission Group	Priority	Rationale
MP265 'Implementing ADT changes in response to a Security Incident'	2	MEDIUM	Requirements have been drafted. This modification has a security impact so should be progressed.
MP247 'Future Dating of Service Requests for SMETS1 Devices'	2	MEDIUM	Requirements ready for submission.
MP184 'Increase Smart Capability of SMETS2 Twin Element ESME'	2	LOW	Older modification. Requirements ready but still details to be finalised with Device Manufacturers.

DCC Assessments

Modification	Submission Group	Priority	Rationale
MP255 'WAN issues during Smart Meter installations'	3	MEDIUM	Lots of industry interest but requirements not developed.
DP287 'Access to historic GSME battery Alerts'	3	MEDIUM	Recently raised, lots of industry interest but no RWS until late April 2025.
MP244 'Device Alerts for Smart Meter Credit Replenishment'	3	LOW	Requirements ready but a lower priority modification.

DCC Assessments

Modification	Submission Group	Priority	Rationale
DP257 'DCC Management of Duplicate Messages'	4	MEDIUM	Requirements not ready. No RWS scheduled yet.
MP235 'Enhanced Meter Data access for Other Users'	4	LOW	Requirements need to be examined following PSC comment on sensitive data. Little industry interest.

■ Recommendations

- **NOTE** the proposed schedule for submission of DCC Assessments.



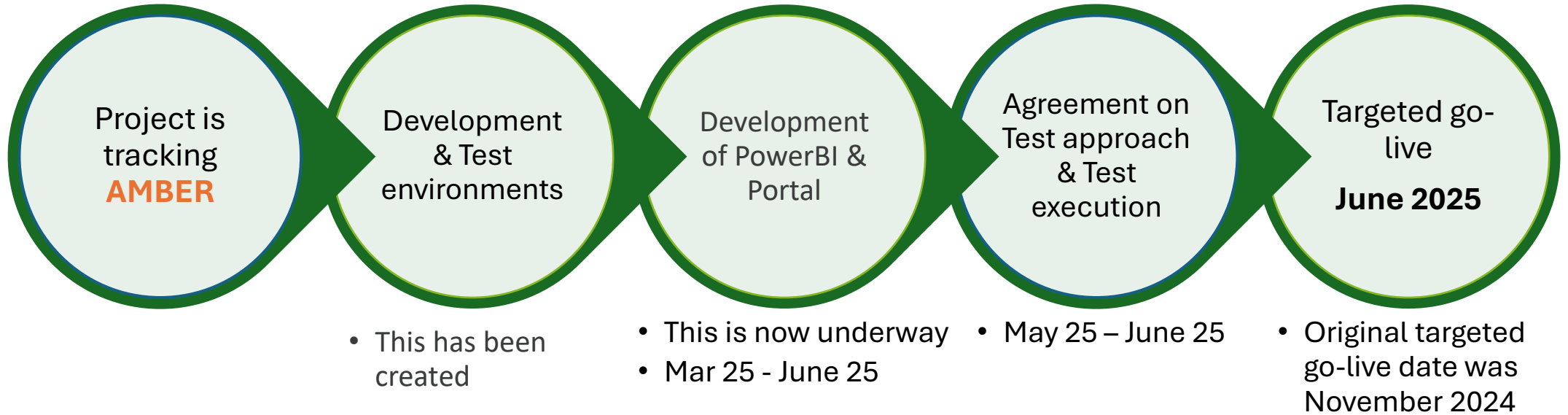
Agenda item 6

Post Decision Delivery
Khaleda Hussain (SECAS)

■ Post Decision Delivery

MP176

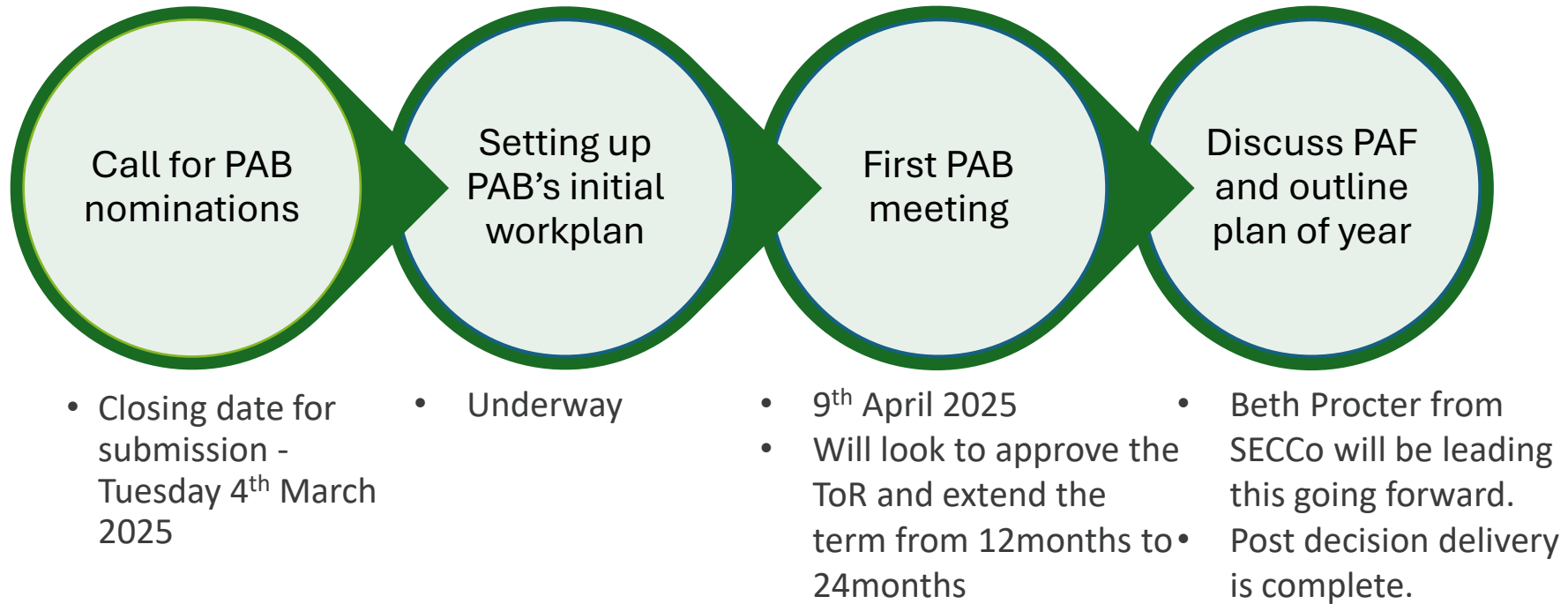
Customer
Analytics
Reporting



■ Post Decision Delivery

MP224

SEC Performance
Assurance Framework

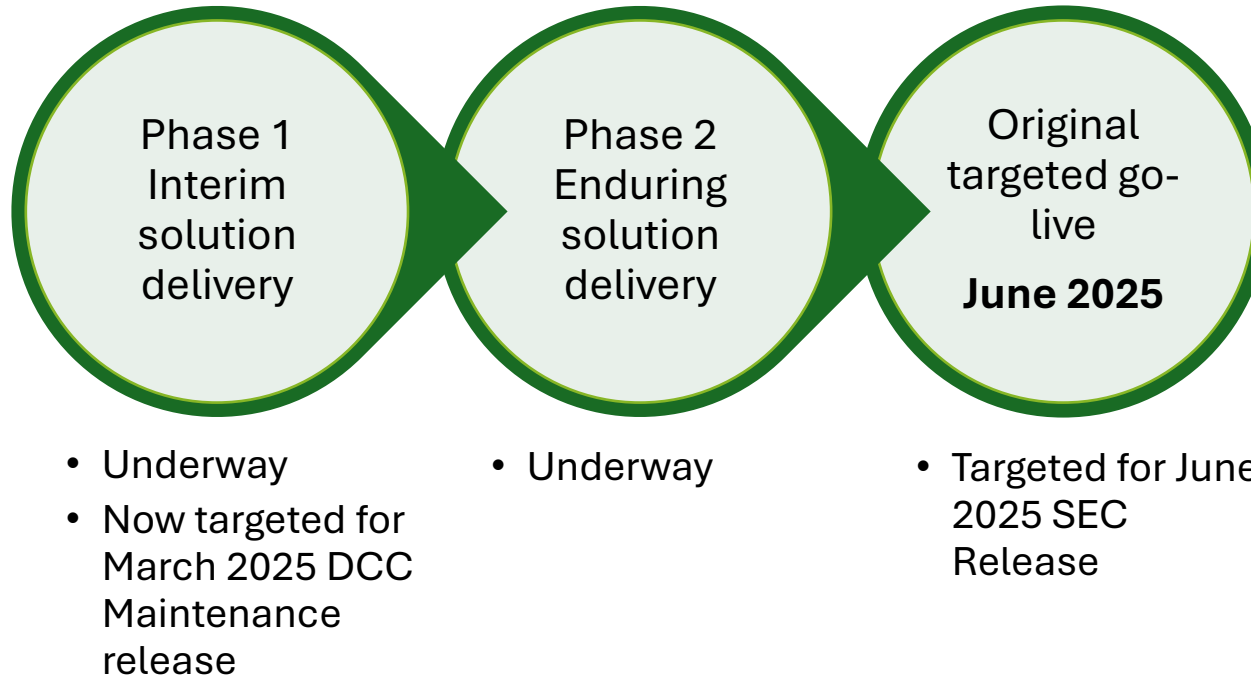


For more information visit our website [Performance Assurance Board - Smart Energy Code](#)

■ Post Decision Delivery

MP239

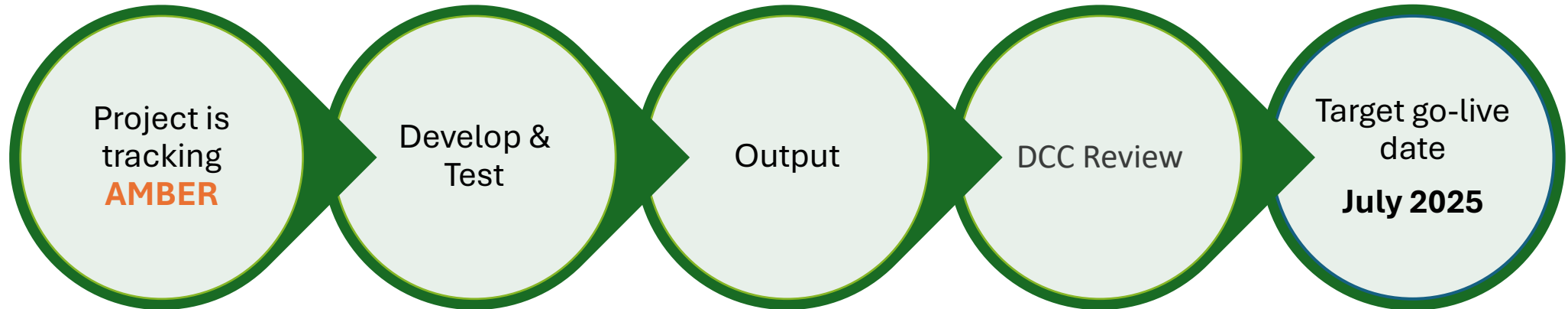
Enduring Solution for
Resolving SMETS2
Device Certificate
Misalignment Issue



Post Decision Delivery

MP242

Change to
Operational Metrics
to Measure on
Success



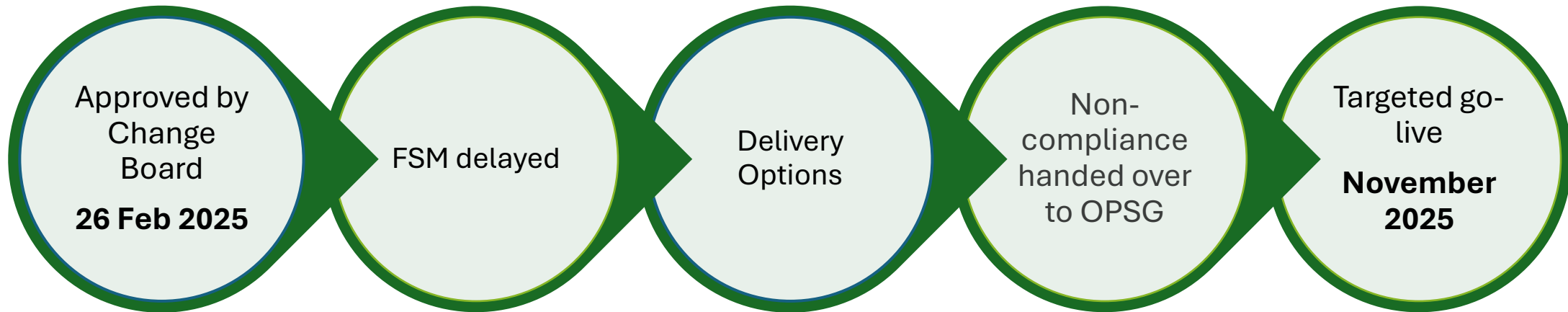
- Original targeted go-live date was November 2024
 - Producing operational metrics for business processes
 - CoS is complete
 - I&C, Top up Device & Prepayment Dev & Test underway
 - Remaining 4 businesses to follow
 - **New target go-live July 2025**
- On track for I&C, Top Up Device & Prepayment
 - *Tariff due to start on April 25*
 - *Update Device Firmware due to start on May 25*
 - *Meter Reads due to start May-June 25*
- On track for Top-Up Devices
 - *Prepayment due to start on Apr 25*
 - *Tariff due to start on Apr – May 25*
 - *Update Device Firmware due to start May 25*
 - *Meter Reads due to start June 25*
- *Top-Up Devices due to start Apr 25*
 - *Pre-payment & Tariff due to start on May 25*
 - *Update Device Firmware due to start May 25*
 - *Meter Reads due to start Jun-Jul 25*
 - *Ancillary activity in Apr & Jul 25*
- **Was due June 2025**

MP242 was implemented on 12 November 2024 in an Ad-Hoc SEC Release.

■ Post Decision Delivery

MP252

Amending the process
for Communications
Hub returns

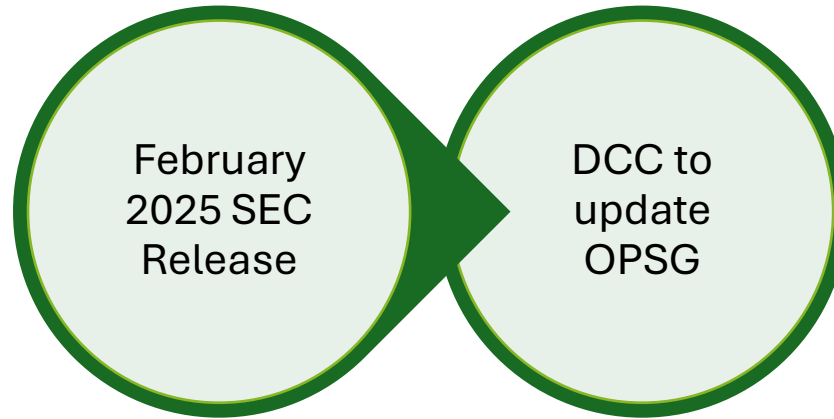


- Working Group on 5 Mar 2025

■ Post Decision Delivery

MP274

Requirement for DCC
Users to set TPS
configurations



- Modification was implemented on 27 February 2025
- DCC to update OPSG on Users that have engaged to set up TPS limits
- TBC

■ Recommendations

The CSC is requested to:

- **NOTE** the updates on the Post Decision Delivery referenced in these slides



Agenda item 7

SEC Releases Update
Liz Woods (SECAS)

■ BRAG status key

Status	Justification
Red	The targeted release date allows for no extension to the modification timeline, or allows for delay only if subsequent steps are expedited.
Amber	The targeted release date allows for an extension to the modification timeline of up to two months.
Green	The targeted release date allows for an extension to the modification timeline of over two months.
Blue	The modification has been approved for implementation.
	This modification is DCC System impacting.
	This modification is not DCC Total System impacting, however these changes will require amendments to DCC reporting systems, SharePoint, business processes etc.

■ DSP Re-Procurement (1/2)

The DCC is currently reprocurring the Data Service Provider (DSP) function, once procured, it is expected that the new DSP will go live from around 2028.

Any impact assessments against the new DSP cannot begin until contracts are signed.

If assessments can be requested from April 2025, then it is likely that any System changes can be scheduled for a 2028 implementation.

Currently several changes in flight that either require a Preliminary Impact Assessment, Final Impact Assessment or require a new Assessment as they cannot be implemented before 2026 and therefore require a new benefits assessment.

DSP Re-Procurement (2/2)

Modifications awaiting DCC Assessments			
Mod No.	Mod Name	Submission Group	SECAS Priority
MP169	Managing SEC Obligations and the Consumer's Right to refuse a Smart Meter	1	HIGH
MP094	Supporting prepayment customers in no SMWAN scenarios	1	MEDIUM
MP281	Install Codes in the SMI	1	MEDIUM
MP265	Implementing ADT changes in response to a Security Incident	2	MEDIUM
MP247	Future Dating of Service Requests for SMETS1 Devices	2	MEDIUM
MP184	Increase Smart Capability of SMETS2 Twin Element ESME	2	LOW
MP255	WAN issues during Smart Meter installations	3	MEDIUM
DP287	Access to historic GSME battery Alerts	3	MEDIUM
MP244	Device Alerts for Smart Meter Credit Replenishment	3	LOW
DP257	DCC Management of Duplicate Messages	4	MEDIUM
MP235	Enhanced Meter Data access for Other Users	4	LOW

■ Delays to FSM

The DCC has made SECAS aware that FSM (Future Services Management) has been delayed. This will affect any modifications awaiting implementation that require changes to FSM and any modifications currently in flight that require changes to FSM.

Modifications awaiting		
Mod No.	Mod Name	Impact
MP239	Enduring Solution for Resolving SMETS2 Device Certificate Misalignment Issue	Approved for inclusion into the June 2025 SEC Release and has been advised will be incorporated into FSM once live.
MP252	Amending the process for Communications Hub returns	Solution approved by Change Board in Feb 2025 includes delivery into FSM. Delivery options are being discussed with industry in order to ensure the Proposed Solution is available by implementation in the November 2025 SEC Release.
MP137	Sharing information on Defects and Issues	Dependent on whether the business requirements are delivered in FSM.

June 2025 SEC Release

Approved Modifications		
Mod No.	Mod Name	Status
MP239	Enduring Solution for Resolving SMETS2 Device Certificate Misalignment Issue	
MP246	DCC User access to metadata via the DCC Self-Service Interface	

Targeted Modifications		
Mod No.	Mod Name	Status
MP271	SEC Sub-Committee seats for Other Users, Meter Data Retrievers and Registered Supplier Agents	
DP279	June 2025 SEC Releases & DUIS Housekeeping Changes	
DP282	Removal of Registration Check for Suppliers Using SR8.9 Targeting SMETS2+ CHF	
DP283	Data Breach Reporting	

MP085B has been removed to the scope of this Release since the February 2025 CSC meeting.

MP271 is currently with the Authority for determination with an expected decision date by 11 April 2025.

■ November 2025 SEC Release

Approved Modifications		
Mod No.	Mod Name	Status
MP252	Amending the process for Communications Hub returns	

Targeted Modifications		
Mod No.	Mod Name	Status
MP268	Certificate rotation and expired Certificates	

There have been no changes to the scope of this Release since the November 2024 CSC meeting, however, there has been a change to MP268 to note it will no longer be DCC System impacting.

February 2026 SEC Release

Approved Modifications		
Mod No.	Mod Name	Status
-	-	-

Targeted Modifications		
Mod No.	Mod Name	Status
-	-	-

There are currently no modifications targeted for the February 2026 SEC Release.

June 2026 SEC Release

Targeted Modifications		
Mod No.	Mod Name	Status
MP235	Enhanced Meter Data Access for Other Users	

MP205 & MP169 has been removed to the scope of this Release since the February 2025 CSC meeting.

Releases from June 2026 SEC Release and onwards may be impacted by DSP re-procurement.

■ November 2026 SEC Release

Targeted Modifications		
Mod No.	Mod Name	Status
MP169	Managing SEC Obligations and the Consumer's Right to refuse a Smart Meter	

MP169 has been added to the scope of this Release since the February 2025 CSC meeting.

Releases from June 2026 SEC Release and onwards may be impacted by DSP re-procurement.

■ Ad hoc SEC Releases

Targeted Modifications		
Mod No.	Mod Name	Status
MP284	Extension of life to FOC S1SPKI End Entity Certificates	March 2025
DP285	Radio Teleswitch Service switch off	March 2025
MP273	User Demand and Network Traffic Insights	May 2025
MP219	Access Consumption Data on behalf of SEC Parties	May 2025
MP241	Interoperability Checker Update	September 2025

MP219 is Authority-Determined and planned for submission to Ofgem in late March 2024.

■ Recommendations

The CSC is requested to:

- **NOTE** the updates on the SEC Releases referenced in these slides.



Agenda item 8

June 2024 SEC System Release costs
Khaleeda Hussain (SECAS)

June 2024 SEC System Release costs

Breakdown of DCC implementation costs					
Modification	Design, Build & PIT	SIT	UIT	Implement to live	Application Support
MP162	£1,500,000	£2,720,000-£3,600,000			N/A
MP178	£39,055	£0	£0	£1,349	N/A
MP211	£117,707	N/A	N/A	£6,156	N/A
MP256	N/A	N/A	N/A	N/A	N/A
MP260	N/A	N/A	N/A	N/A	N/A
MP269	N/A	N/A	N/A	N/A	N/A

- During last year the DCC reported an overall cost of £3.7m for all non-MHHS elements (including regression testing)
- A saving of **£1.2m** was made due to enforcing T&M agreements and much less support being required (with no defects encountered) the total is settled at **£2.5m**.



Agenda item 9

Sub-Committee Expenses
Simon Grimwood (SECAS)

■ SEC PANEL AND SUB COMMITTEE EXPENSE POLICY

The SEC Panel has approved changes to the SEC Panel and Sub-Committee Expenses policy to make it clearer when you claim, and the process to be followed.

The changes have been made to clarify the expense claims process, and the following updates have been made:

1. Additional guidance on when accommodation may be booked and subsistence claimed
2. Additional detail on mileage rates
3. Updated advice on how to obtain new Supplier forms
4. Clarification on how to submit expenses claims
5. The ability to claim expenses for attendance of Working Group and Expert Groups established under the SEC.

The new version of the SEC Panel and Sub-Committee Expense Policy (v2.3) has been uploaded to your MS Teams channel, under resources.



Agenda item 10

Any Other Business

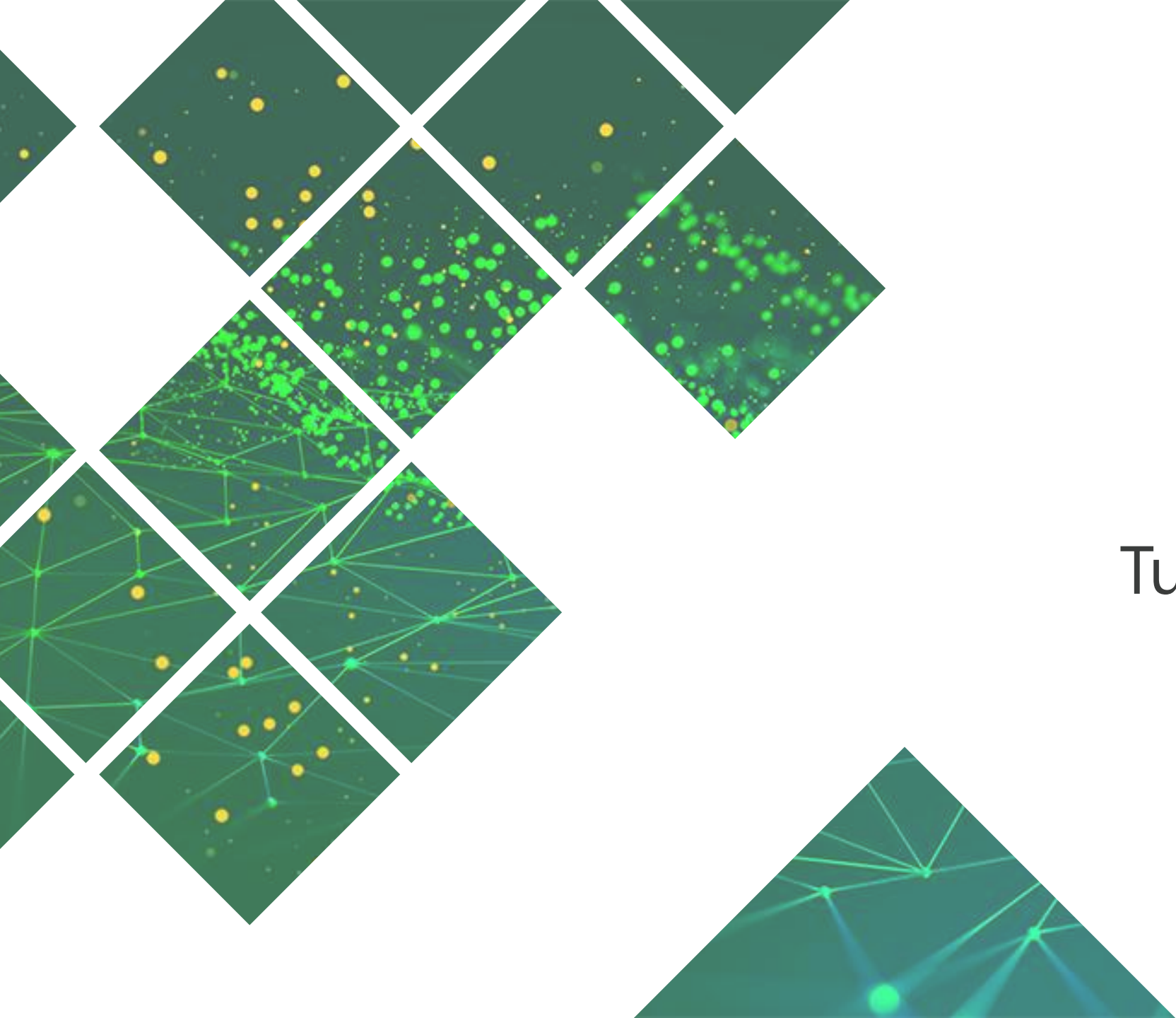
YOUR FEEDBACK MATTERS

GET IN TOUCH WITH YOUR THOUGHTS AND COMMENTS

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Thank you for attending

Next meeting:
Tuesday 15 April 2025