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**Communications Transition Group 14_0804
10:30 – 13:30**

Teleconference

Agenda (CLEAR)

Item No.	Agenda Item	Paper Reference	Lead	Timings
	Welcome and Introductions		Chair	10:30 – 10:35
For Decision/ Discussion				
1)	Previous meeting's minutes FOR DECISION	CTG_13_1103_01 Draft Minutes (GREEN) CTG_13_1103_01 Draft Conf. Minutes (RED)	CC	10:35 – 10:40
2)	DCC Update: 4G CH&N FOR INFORMATION - DCC Programme Update - UIT Update - Initial Pallet Validation Approach Document (IPVAD) Update - Regulations Phase 2 Consultation Update - ICHIS Testing Update 4G CH Finance Update 2/3G to 4G CH Ordering Transition	CTG_14_0804_02 (AMBER)	RR LK GC JHeh KB JHeI RN	10:40 – 11:40
3)	DCC Update: SMETS1 End of Life FOR INFORMATION - SMETS1 EOL Workshop Update - SECAS RFI Update	CTG_14_0804_03 (AMBER) Verbal	DCC (TT) SECAS (LE)	11:40 – 11:50
4)	Actions Log Update FOR INFORMATION	CTG_14_0804_04 (GREEN) CTG_14_0804_04 (RED)	SECAS (CC)	11:50 – 12:00
Comfort Break				12:00 – 12:10

5)	DESNZ Consultation 'Further Engagement on Cost Recovery Arrangements and Legal Changes' FOR INFORMATION / DECISION CTG response not currently planned – subject to CTG confirmation (at Panel request)	CTG_14_0804_05 (CLEAR)	SECAS (TN)	12:10 – 12:20
6)	Sub-Committee Chair Updates FOR INFORMATION	Verbal	SC Chairs	12:20 – 12:25
7)	CTG Overall Transition Plan FOR DECISION Draft for baselining	CTG_14_0804_07 (AMBER) CTG_14_0804_07 – Appx A (AMBER)	HE	12:25 – 12:35
8)	CTG Risks and Issues Register – monthly update FOR DECISION Draft for baselining	CTG_14_0804_08 (RED) CTG_14_0804_08 – Appx A (RED)	HE	12:35 – 12:45
9)	CTG Terms of Reference FOR DECISION Draft for baselining	CTG_14_0804_09 (CLEAR) CTG_14_0804_09 – Appx A (CLEAR)	SECAS (LE)	12:45 – 12:55
10)	Asset Life Brief – Final Paper FOR DECISION	CTG_14_0804_10 (AMBER)	SECAS (JB & NW)	12:55 – 13:10
11)	AOB Reminder for SEC Parties to complete 4G Programme BMPPA Survey	Verbal	All	13:10 – 13:15