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Action:	For Decision

Change Board 2024 Meeting Dates

1. Purpose

This paper provides the Change Board with proposed meeting dates for 2024. These dates have been scheduled to follow the 2024 SEC Change Sub-Committee (CSC) meeting dates to accommodate the relevant stages of the SEC Modification Process.

2. Change Board meeting dates

From January 2024, it is proposed that the monthly Change Board meetings continue with the current schedule, with meetings taking place on the Wednesday five weeks after each scheduled CSC meeting (usually 26 Working Days later, subject to bank holidays). Where the CSC approves a Modification Report to move to the Report Phase, this then allows enough time for the Modification Report Consultation to complete and for SECAS to review and action any responses received ahead of the Change Board vote.

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

CSC meeting date	Change Board meeting date
Tuesday 19 December 2023	Wednesday 24 January 2024
Tuesday 16 January 2024	Wednesday 21 February 2024
Tuesday 20 February 2024	Wednesday 27 March 2024
Tuesday 19 March 2024	Wednesday 24 April 2024
Tuesday 16 April 2024	Wednesday 22 May 2024
Tuesday 21 May 2024	Wednesday 26 June 2024
Tuesday 18 June 2024	Wednesday 24 July 2024
Tuesday 16 July 2024	Wednesday 21 August 2024
Tuesday 20 August 2024	Wednesday 25 September 2024
Tuesday 17 September 2024	Wednesday 23 October 2024
Tuesday 15 October 2024	Wednesday 20 November 2024

CSC meeting date	Change Board meeting date
Tuesday 19 November 2024	Wednesday 18 December 2024

3. Recommendations

The Change Board is requested to **AGREE** the Change Board 2024 meeting dates.

Rachel Black

SECAS Team

13 September 2023