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Paper Reference:	SECP_127_2304_11
Action:	For Decision

CTG Updated Terms of Reference (ToR)

1. Purpose

Following the decision made by CTG at CTG_11, held on 22 January 2024, to include SMETS1 End of Life (EOL) within the scope of CTG, the CTG Terms of Reference (ToR) have been reviewed and updated. This includes a full review as the ToR for each SEC Panel Sub-Committee is reviewed on an annual basis. This paper outlines a summary of the key changes made to the ToR to be read in conjunction of the updated draft ToR (v1.1).

2. Summary of changes

Redlined changes to the ToR include the following:

- References to 'assumed' removed noting 'Migration to SMETS2' is agreed to be occurring for SMETS1 replacement;
- References to 'enabling activities for the transition' included under CTG scope, to cover SMETS1 EOL activities;
- Inclusion of 'Plan on a Page' as a deliverable associated with the Overall Transition Plan (OTP);
- Inclusion of the Fact sheets as a deliverable;
- Reference included to working alongside DCC, Users, DESNZ and key stakeholders to support an efficient and cost-effective Transition, as part of CTG's ongoing role in monitoring costs associated with 4G transition and EOL activities;
- Reference to the DCC's role, alongside DESNZ, in considering costs for 4G CH transition and SMETS1 EOL;
- Updates to references to tasks associated with the establishment of the CTG which are now maintained on an ongoing basis, such as development of a work plan and establishment of a risk register as these have occurred;
- References to 'BEIS' replaced with 'DESNZ';

- Clarification of CTG role in reviewing its ToR prior to SEC Panel approval;
- Clarified CTG's role in considering issues assigned to it arising from the Trust Centre Swap Out (TCSO) pilot activities, working with other Sub-committees, to consider outputs from DESNZ;
- Housekeeping language and grammar amendments for consistency with other SEC Sub-Committee ToR.

3. CTG Role in Future Connectivity Strategy

As part of its review of the CTG Terms of Reference, the CTG questioned whether input to DCC's broader Future Connectivity Strategy should be included within the scope of the Sub-Committee. The CTG has been asked to share feedback on the longer-term value of the committee beyond the 4G and SMETS1 End of Life transition activities for the SEC Panel to consider.

Separately, the Independent Chairs held an initial discussion on the FCS and the role of the CTG at the monthly programme call in April, however, the CTG Chair was not present for the meeting due to Annual Leave and a further update will be provided in May to *Action SECP126/CONF02 - SECAS to engage with the SECCo Chairs to decide whether to present CADg to the CTG*.

4. Recommendations

The Panel is requested to **APPROVE** the publication of the CTG Terms of Reference v1.1.

Rebecca Sawyer & Louise Evans

SECAS Team

16 April 2024

Attachments:

- **Appendix A – CTG ToR (Redlined) v1.1 (AMBER)**