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Paper Reference:	SECP_100_1401_11
Action:	For Decision

SMDASC Terms of Reference update

1. Purpose

This paper summarises proposed changes to the Smart Meter Device Assurance Sub-Committee (SMDASC) Terms of Reference (ToR) for SEC Panel approval, as part of alignment due to the transition of SMDA governance to the SEC. Once approved, there will be an election initiated in January 2022, for roles on the SMDASC, appointing one Other SEC Party (GSME manufacturer) representative and one Large Supplier representative following the end of term for the appointments, and newly created vacancies.

2. Background

An initial version of the SMDASC ToR was implemented as part of [MP111 - SMDA Budget Amendments](#), utilising the SDMA Co Ltd Board members as the first representatives of the SMDASC during transition. In preparation for initiating the annual election process under the SEC, it has been identified that it is necessary to update the ToR to align to the SEC membership categories, standard representation and staggered membership term.

2.1 Changes to the ToR

The SMDASC ToR has been updated with:

- Minor housekeeping changes including references and capitalisations of defined terms;
- Clarity (but not change) to the Quorum requirements, in section 3.2;
- Clarity on the staggered membership terms, to prevent loss of knowledge on the Sub-Committee, in section 3.7; and
- Updates to the membership in Section 5 to reference SEC Party categories and align to other SEC Sub-Committees membership, allowing for two representatives each for Small and Large Suppliers and increasing the Other SEC Party Meter Asset Provider representatives from one to two.

A red-lined version of the ToR is available in Appendix A.

3. Next steps

Subject to Panel approval, the ToR will be implemented immediately and the election process initiated following the process defined in SEC Section C6.7.

4. Recommendations

The Panel is requested to **APPROVE** the publication of SMDASC ToR v1.3.

Kunal Sharma

SMDA Scheme Operator

7 January 2022

Attachments

- **Appendix A: SMDASC Terms of Reference v1.3**