INSTALLATION MEETING OF THE INFORMATION AND COMMUNICATION TECHNOLOGIES COMMITTEE: MINUTES

ENTSO-E Information and Communication Technologies Committee Meeting
Date: 06 July 2022
Time: 09:30 – 16:00 CEST
Place: Brussels and MS Teams

List of Participants

TSO
50Hertz
Amprion
APG
AST
ČEPS
CGES
CREOS
Eirgrid
Elering
ELES
Elia
Energinet
ESO
Fingrid
HOPS
IPTO
JSC EMS
Litgrid
MAVIR
NOS BiH
OST
PSE
REE
REN
RTE
SEPS

STATNETT
Svenska Kraftnät
Swissgrid
TenneT TSO B.V
TenneT TSO GmbH
TERNA

Minutes

1. Welcome and Introduction

The Chair welcomes participants to the Information and Communication Technologies Committee (ICTC) Installation meeting. The Digital committee Chair, the System Operations Committee Chair and the Secretariat Head of ICT Governance and Architectures greet the meeting participants and share their opinion on the importance of creating ICTC within the Association.

2. Agenda approval and confirmation of ICTC Members

The ICTC Chair presents the proposed Agenda for the Installation meeting.

DECISIONS
The ICTC:
- notes that the meeting is quorate; and
- approves the agenda of the meeting.

3. Digital committee status and transition

The Digital committee Chair informs about the status of the committee, the activities followed to enable the full transition into ICTC and the next steps to be taken for closing the Digital committee.

4. Secretariat section structure and role

The Head of the ICT Governance and Architectures section within the Secretariat presents an overview of the roles and tasks the section has in supporting ICTC, as well as the structure of the section.

5. ICTC meeting schedule for 2022

The ICTC Chair informs the Members about the importance of planning the ICTC meetings in close alignment with the Board and the Assembly meetings to enable accurate and up-to-date inputs for all relevant and strategic ICT topics. The ICTC Chair proposes for approval the meetings calendar until end of 2022.

DECISIONS
The ICTC confirms the proposed meeting dates for 2022.

6. ICTC Implementation Project briefing

The ICTC Implementation project Steering members, namely the Digital committee Chair and the System Operations Committee Chair, provide with an overview to the Members on the project's background and Motivation, timeline and Deliverables, and roles and Responsibilities.

7. ICTC Implementation Project deliverables

The ICTC Implementation project manager provides a detailed reporting on all the project's deliverables to the ICTC Members. Firstly, she introduces the summary of the mission, objectives and focus areas as defined in the ICTC Terms of Reference.

The ICTC Plans & Reporting Manager presents to the Members the details for accessing and working with the exchange and sharing platform that will be used from now on for all ICTC activities.

The General Counsel and Head of Corporate and Governance Section informs the Members about the Association's processes in terms of voting, meetings and decisions.

The ICTC Implementation project manager gives an overview to the Members on the prepared Guidance Notes for the general processes of the Committee.

The ICTC Implementation project manager presents the proposed option for the ICTC structure. Moreover, the project manager shares a detailed overview on the mission and objectives of the proposed Steering groups under ICTC. The project manager informs that a call for nominations has been launched for the positions of Steering Group Conveners and Members, and ICTC Vice-Chair. The ICTC Chair stresses the importance of the roles and the need to fill in the positions as soon as possible.

The project manager presents an overview of the expected working level interactions and the principles of the budget process that will be in the ICTC remit.

The ICTC:
- approves the proposed structure for the Committee composed of three Steering Groups:
  o Steering Group ICT Strategy
  o Steering Group ICT Security
  o Steering Group Delivery;

- asks the Members to provide candidates for the Call for Nominations for ICTC Steering Group Conveners and for ICTC Vice-Chair with a deadline by 15 August 2022, 17:00 CEST; and

- asks the Members to provide candidates for the Call for Nominations for ICTC Steering Group Members with a deadline by 31 August 2022, 17:00 CEST.

8. Next Steps and Priorities

The ICTC Chair reminds the next steps and upcoming appointments for the ICTC Members.