
STATUTORY INSTRUMENTS

2020 No. 629

**The Smart Meter Communication Licensee
Administration (England and Wales) Rules 2020**

PART 14

Provisions of general effect

CHAPTER 6

Documents delivered to the registrar of companies

Application of this Chapter

180. Where under the 1986 Act or these Rules a document is to be delivered to the registrar of companies, in addition to any content specifically required by the 1986 Act or any other provision of these Rules, the document must contain the contents set out in this Chapter.

Information to be contained in all documents delivered to the registrar

181. A document to be delivered to the registrar of companies must—

- (a) specify—
 - (i) the registered name of the SMCL;
 - (ii) its registered number;
 - (iii) the nature of the document;
 - (iv) the provision of the 1986 Act or the Rule under which the document is delivered;
 - (v) the date of the document;
 - (vi) the name and postal address of the person delivering the document; and
 - (vii) the capacity in which that person is acting in respect of the SMCL; and
- (b) be authenticated by the person delivering the document.

Documents relating to the office of SMCL administrators

182. A document relating to the office of the SMCL administrator must also specify—

- (a) the name of the SMCL administrator;
- (b) the date of the event of which notice is delivered or of the notice (as applicable);
- (c) where the document relates to an appointment, the court making the appointment;
- (d) where the document relates to the termination of an appointment, the reason for that termination; and
- (e) the postal address of the SMCL administrator.

Documents relating to other documents

- 183.** A document relating to another document must also specify—
- (a) the nature of the other document;
 - (b) the date of the other document; and
 - (c) where the other document relates to a period of time, the period of time to which it relates.

Documents relating to court orders

- 184.** A document relating to a court order must also specify—
- (a) the nature of the court order; and
 - (b) the date of the order.

Reports of meetings

- 185.** A document relating to a report of a meeting must also specify—
- (a) the purpose of the meeting, including the provision of the 1986 Act or the Rule under which it was convened;
 - (b) the venue fixed for the meeting;
 - (c) whether a required quorum was present for the meeting to take place; and
 - (d) if the meeting took place, the outcome of the meeting (including any resolutions passed at the meeting).

Documents relating to other events

- 186.** A document relating to any other event must also specify—
- (a) the nature of the event, including the provision of the 1986 Act or the Rule under which it took place; and
 - (b) the date on which the event occurred.

Documents of more than one type

- 187.** A document of more than one type must satisfy the requirements which apply to each.

Documents delivered to other persons at the same time

188.—(1) Where under the 1986 Act or these Rules a document is to be delivered to another person at the same time that it is to be delivered to the registrar of companies, that requirement may be satisfied by delivering to that other person a copy of the document delivered to the registrar.

(2) Paragraph (1) does not apply where the document delivered to the registrar of companies is incomplete.