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What stage is this document in the process?

Stage 01: Modification Proposal

01	Modification Proposal
02	Initial Modification Report
03	Draft Modification Report
04	Final Modification Report

SECMCP0033

Update to CH Handover Support Materials

This modification seeks to update the Consignment labelling and information table and the SM WAN Coverage Information section in Appendix H 'CH Handover Support Materials'. This update is to align the 'CH Handover Support Materials' document with the implementation of the DCC Solution.

The Proposer recommends that this Modification Proposal should be:



- progressed as a Path 3: Self-Governance Modification

This Modification Proposal should:

- proceed to Modification Report Consultation



This modification impacts Section A and clarifies Section H.

Small and Large Suppliers would be impacted by this proposal.

SECMCP0033

Modification Proposal

22/02/2017

Version 0.1

Page 1 of 14

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MODIFICATION PROPOSAL FORM V1.0

1. Proposer's Contact Details

Details of Proposer

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Representative as Point of Contact

Details of Representative's Alternate

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2. Modification Proposal Details

Mod Submission Date:	22 February 2017
Title of Mod Proposal:	Update to CH Handover Support Materials
Description in Detail of the Proposed Modification:	The Communications Hub Handover Support Materials (CHHSM) provide information on how Communications Hubs will work in the wider smart metering environment by detailing areas such as ordering and installing a Communications Hub. This modification seeks to make two changes to CHHSM so that it reflects the DCC Solution as it has been implemented and is aligned with SEC definitions. The first change is to update 'Table 1 – Consignment labelling and information' in 'Annex A. Consignment Information' so that it accurately reflects the DCC Solution as it has been implemented. The second change is to update section 3.3 in 'SM WAN coverage information' so that the terminology used is aligned with SEC definitions. Change One

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 2 of 14

This document has a classification of **White**

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CHHSM contains a table in Annex A - Consignment Information' called 'Table 1 – Consignment labelling and information'. This table is used to describe the information provided for each Communications Hub, each carton containing a Communications Hub and each pallet of Communications Hubs for delivery, depending upon the Region to which the associated Communications Hub Order relates.

The rows in Table 1 – Consignment labelling and information which require an update are CHF Identifier (EUI-64 unique number), Hardware version number and Device configuration identifier.

The table below reflects the values for CHF Identifier (EUI-64 unique number), Hardware version number and Device configuration identifier in 'Table 1 – Consignment labelling and information':

	CH Marking	Carton Labels	Pallet Labels	Advanced Shipment Notification		Delivery Note	
	All Regions	All Regions	All Regions	North Region	Central & South Regions	North Region	Central & South Regions
CHF Identifier (EUI-64 unique number)	Y	Y		Y	Y	Y	Y
Hardware version number	Y			Y	Y		
Device configuration identifier	Y			Y	Y		

The table below reflects the intended values for CHF Identifier (EUI-64 unique number), Hardware version number and Device configuration identifier in 'Table 1 – Consignment labelling and information':

	CH Marking		Carton Labels	Pallet Labels	Advanced Shipment Notification		Delivery Note	
	North Region	Central & South Regions	All Regions	All Regions	North Region	Central & South Regions	North Region	Central & South Regions
CHF Identifier (EUI-64 unique number)	Y	Y	Y		Y	Y	N	N
Hardware version number	Y	N			Y	Y		
Device configuration identifier	Y	N			Y	N		

In detail the changes are:

- **CHF Identifier (EUI-64 unique number)** – Delivery Note for both North Region and Central & South Regions changes from 'Y' to 'N'.
- **Hardware version number** – Will require CH Marking to be split from All Regions into North Region and Central & South Regions. North Region remains as 'Y' but Central & South Regions changes from 'Y' to 'N'.
- **Device configuration identifier** – Will also require CH Marking to be split from All Regions into North Region and Central & South Regions. North Region remains as 'Y' but Central & South Regions changes from 'Y' to 'N'.
- **Device configuration identifier** – Advanced Shipment Notification for Central & South Regions changes from 'Y' to 'N'.

There are historical reasons why changes for efficiency have been made resulting in Table 1 – Consignment labelling and information not accurately reflecting the DCC Solution as it has been implemented. The CHF Identifier has not been included by both CSPs as it was considered in discussions to be environmentally wasteful and not of any practical use to the customer. CH deliveries could be upwards of 40,000 units so would overwhelm the customer with

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 3 of 14

This document has a classification of **White**

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CHF identifiers which are not useful in paper based form. All deliveries will be preceded by Advanced Shipment Notification (ASN) files and these will contain the CHF identifiers electronically for the customers to use with their business processes/systems.

In terms of the hardware version number in the CSP for Central and South regions solution the Advanced Shipment Notification (ASN) files are intended to be the master source for information and the customer will receive this in advance of any deliveries of the physical units.

Device Configuration Identifier is a CSP North specific attribute and as such can't be included by the CSP for Central and South.

The details of these changes were presented to the November 2016 DCC Comms Hub & SM-WAN Forum and were discussed in detail. No concerns were expressed in the forum and no comments or concerns were raised by the industry when the slides were issued requesting feedback. DCC presented the changes again in the December DCC Comms Hub & SM-WAN Forum as a recap and a request for any remaining concerns was made but again the forum attendees were happy with the changes presented and no concerns or comments were received.

Change Two

Section 3.3 of 'SM WAN coverage information' in the 'CH Handover Support Materials' documents reads as follows:

"Where a Party requires SM WAN coverage information for an Installation Location where there is no associated postcode, the Party may raise an Incident with the DCC and in so doing shall provide the geographic latitude and longitude, for the Installation Location as part of the initial diagnosis information required by the Incident Management Policy. The DCC shall resolve the Incident by providing SM WAN coverage information for the Installation Location and shall additionally allocate the Installation Location to a Region."

DCC proposes to update Section 3.3 to the following:

"Where a Party requires SM WAN coverage information for an Installation Location where there is no associated postcode, the Party may raise ~~an incident~~ a **Service Management Service Request** with the DCC and in so doing shall provide the geographic latitude and longitude, for the Installation Location as part of the initial diagnosis information ~~required by the Incident Management Policy~~. The DCC shall resolve the ~~incident~~ **Service Management Service Request** by providing SM WAN coverage information for the Installation Location and shall additionally allocate the Installation Location to a Region."

This update to Section 3.3:

- Replaces the term 'incident' with 'Service Management Service Request'
- Completely removes the phrase 'required by the Incident Management Policy'

The rationale for these changes is that the request for SMWAN coverage is not an incident as per the SEC definition, as such DCC believes that this request is better handled as a service request as this would allow the DCC to build automation into the workflow to fulfil the request.

As a consequence, the following changes need to be made to other SEC sections to align the use of the definitions.

SEC Section A

Move the following definition from Appendix AA – Threshold Anomaly Detection Procedures to Section A

Service Management Service Request (**SMSR**) means the request raised by the User to the DCC to facilitate the provision of a catalogue item.

SEC Section H8.13

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 4 of 14

This document has a classification of **White**

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H8.13 Each User shall take reasonable steps to access the information it needs, and to seek to resolve any queries it may have, via the Self-Service Interface in the first instance. A User shall only ~~contact~~ raise a Service Management Service Request with the Service Desk where it cannot reasonably obtain the information it needs, or resolve its query, via the Self-Service Interface.

3. Path Type and Urgency Recommendation

Proposer's recommendations on Path Type (delete as appropriate)

Path 3

Statement for recommended Path Type:

It is proposed that this Modification Proposal proceeds as a Path 3: Self Governance Modification.

None of the criteria that would define this modification as having a material impact and therefore a Path 3 Modification: Self-Governance (as per SEC Section D2.7) have been met.

Statement of whether Proposal is intended to be Fast-Track Modification (only Panel may raise this type of modification):

This Modification Proposal does not meet the requirements to be a Fast-Track Modification Proposal, therefore this is not applicable.

Is the Proposal Urgent? (delete as appropriate)

No

Statement of whether Proposal should be treated as an Urgent Proposal:

N/A

4. Modification Impact Assessment

4.1 SEC Objectives

Facilitation of SEC Objectives		Tick
General SEC Objectives (C1.1)		
(a) the first General SEC Objective is to facilitate the efficient provision, installation, and operation, as well as interoperability, of Smart Metering Systems at Energy Consumers' premises within Great Britain;		☒
(b) the second General SEC Objective is to enable the DCC to comply at all times with the General Objectives of the DCC (as defined in the DCC Licence), and to efficiently discharge the other obligations imposed upon it by the DCC Licence;		☒
(c) the third General SEC Objective is to facilitate Energy Consumers' management of their use of electricity and gas through the provision to them of appropriate information by means of Smart Metering Systems;		☐
(d) the fourth General SEC Objective is to facilitate effective competition between persons engaged in, or in Commercial Activities connected with, the Supply of Energy;		☐
(e) the fifth General SEC Objective is to facilitate such innovation in the design and operation of Energy Networks (as defined in the DCC Licence) as will best contribute to the delivery of a secure and sustainable Supply of Energy;		☐
(f) the sixth General SEC Objective is to ensure the protection of Data and the security of Data and Systems in the operation of this Code;		☐
(g) the seventh General SEC Objective is to facilitate the efficient and transparent administration and implementation of this Code.		☐
(h) the eighth General SEC Objective is to facilitate the establishment and operation of the Alt HAN Arrangements.		☐
Transition Objective (X1.2)		
X1.2 The objective to be achieved pursuant to Section X: Transition is the efficient, economical, co-ordinated, timely, and secure process of transition to the Completion of Implementation.		☐

Charging Objectives (C1.3) (in respect of the Charging Methodology)	
C1.4 The First Relevant Policy Objective: (a) applies in relation to Smart Metering Systems installed (or to be installed) at Domestic Premises; and (b) requires the Charging Methodology to ensure that Charges (other than Charges for Elective Communication Services) in respect of such Smart Metering Systems do not distinguish (whether directly or indirectly) between Energy Consumers at Domestic Premises in different parts of Great Britain.	☐

SECCMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 6 of 14

This document has a classification of **White**

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C1.5 The Second Relevant Policy Objective applies in relation to SMETS1 Meters. The Second Relevant Policy Objective is that, subject to compliance with the First Relevant Policy Objective, the Charging Methodology must (other than in respect of Elective Communication Services) (in each of the following cases, as far as is reasonably practicable in all of the circumstances of the case, having regard to the costs of implementing the Charging Methodology): (a) result in Charges that are the same for SMETS1 Meters as they are for Smart Metering Systems, save that no Charges for Communications Hub Services will apply to SMETS1 Meters; (b) notwithstanding (a) above (where the Costs of Communications for a SMETS1 Meter exceeds the Costs of Communications for a Smart Metering System, and where an Original Supplier for the Energy Supplier Contract relating to that SMETS1 Meter is (and has at all times since the adoption of the Energy Supplier Contract been) a supplier of electricity and/or gas to the premises at which that SMETS1 Meter is installed), result in Charges that ensure that the excess Costs of Communications are recovered from the Original Supplier from time to time (in addition to the Charges referred to in (a) above), and, for the purposes of this Section C1.5, the terms “SMETS1 Meters”, “Costs of Communications”, “Original Supplier” and “Energy Supplier Contract” shall have the meaning given to those terms in the DCC Licence.	☐
C1.6 The Third Relevant Policy Objective is that, subject to the Compliance with the First and Second Relevant Policy Objectives, the Charging Methodology must result in Charges that: a) facilitate effective competition in the Supply of Energy (or its use) under the Electricity Act and the Gas Act; b) do not restrict, distort, or prevent competition in Commercial Activities that are connected with the Supply of Energy under the Electricity Act and the Gas Act; c) do not deter the full and timely installation by Energy Suppliers of Smart Metering Systems at Energy Consumers’ premises in accordance with their obligations under the Energy Supply Licence; and (d) do not unduly discriminate in their application and are reflective of the costs incurred by the DCC, as far as is reasonably practicable in all of the circumstances of the case, having regard to the costs of implementing the Charging Methodology.	☐

Statement of how the proposed variation would better facilitate the achievement of the SEC Objectives:

General SEC objectives (a) and (b) are better facilitated. Updating the CH Handover Support Materials allows parties to have accurate information on the receipt of Communications Hub orders. Without this Service Users could build business process around information they will not receive.

The second change aligns the terminology used within the 'CH Handover Support Materials' document with SEC definitions which provide accurate information for parties that require SM WAN coverage information to be sent to them by the DCC.

4.2 Impacts

Statement of impact on Greenhouse Gas Emission:

No, this proposed variation does not have a material impact on Greenhouse Gas Emissions.

Statement of impact on which parts of the SEC would need amending (e.g. proposed legal drafting):

This requires a change to:

- SEC Section A - Definitions and Interpretation
- SEC Section H - DCC Services
- SEC Appendix H - CH Handover Support Materials

Statement of impact on likely changes to other Energy Codes:

N/A, no changes to other Energy Codes.

Statement of impact on likely Party Categories:

Large Supplier Parties	☒	Small Supplier Parties	☒
Electricity Network Parties	☐	Gas Network Parties	☐
Other SEC Parties	☐		

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 8 of 14

This document has a classification of **White**

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While it will not be a direct impact, as processes are already running as described in the modification, Supplier Parties are the only category that would be ordering Communications Hubs and therefore be impacted by any changes made to the CHHSM.

Statement of impact on Consumers:

No direct impact.

Statement of impact on Central Systems:

DCC Systems	☐	User Systems	☐
Smart Metering Systems and/or Communications Hubs	☐	Other (i.e. on Smart Metering Key Infrastructure, or security)	☐

No systems will be impacted if the modification is approved

5. Proposed Timetable

Proposed Timetable for Modification Proposal:

Stage	Start	Finish
Modification Proposal Raised	Wed 22/02/2017	n/a
Panel reviews Initial Modification Report	Fri 03/03/2017	Fri 10/03/2017
Modification Report stage	Mon 13/03/2017	Fri 31/03/2017
Change Board vote	Wed 12/04/2017	Wed 19/04/2017
Implementation	5 Working Days after end of the 10WD referral period (estimated date =11 th May 2017)	

Note the timetable assumes progression as a Path 3 Modification Proposal and therefore does not include Authority Determination.

In addition, the timescales are built around it being initial considered, following submission, at the March Panel meeting.

The recommended implementation of the proposed update would be as soon as possible.

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 10 of 14

This document has a classification of **White**

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6. Additional Information

Additional information:

N/A

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 11 of 14

This document has a
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APPENDIX 1: Glossary of Terms

The table below illustrates useful definitions of the terms used in this form. If you require any further information, please contact the [SECAS Helpdesk](#).

Term	Definition
CH Handover Support Materials	Means, in respect of each Region, the SEC Subsidiary Document of that name set out in Appendix H and applying to that Region, which document is originally to be developed pursuant to Section X8 (Developing CH Support Materials).
Communications Hub	Means a physical device that includes a Communications Hub function together with a Gas Proxy Function; save that, when such expression is used in relation to the following provisions, such expression shall be interpreted in accordance with the definition of that expression in the DCC Licence: a) The definitions of “CH Defect” and “Test Communications Hub”; b) Sections F5 (Communications Hub Forecasts & Orders), F6 (Delivery and Acceptance of Communications Hub Orders) and F10 (Test Communications Hubs)
DCC Systems	Means the Systems used by the DCC and/or the DCC Service Providers in relation to the Services and/or this Code (Section A1, SEC Stage 3.0). The Proposer may wish to consider anticipated impacts on the DCC Licensee’s enterprise systems (e.g. billing) or the Data Service Provider or Communications Service Providers.
Fast-Track Modifications	Means Modification Proposals (Path 4 Modifications) to correct typographical or other minor errors or inconsistencies to the Code (Section D2.8, SEC Stage 3.0).
General SEC Objectives	Has the meaning given to that expression in Section C1 (SEC Objectives) (Section C1, SEC Stage 3.0). The SEC Objectives are those objectives that the SEC has been designed to achieve.
Greenhouse Gas Emission	Means emissions of Greenhouse Gases, as defined in section 92 of the Climate Change Act 2008 (Section A1, SEC Stage 3.0).
Other Systems	Other systems identified in the section Statement of Impact on Central Systems.

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 12 of 14

This document has a classification of **White**

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	The Proposer may wish to consider Prepayment vendors, Electricity Central Online Enquire Service (ECOES), Single Centralised Online Gas Enquiry Service (SCOGES), BSC Settlement Systems, etc.
Path Type	Means the Modification Path to be followed in respect of a Modification Proposal. The type of Path will depend upon the nature of the variation proposed in the Modification Proposal (D2.1, SEC Stage 3.0). The four Modification Paths under the SEC are: • Path 1 Modifications: Authority-led (Section D2.4/D2.5, SEC Stage 3.0) • Path 2 Modifications: Authority Determination (Section D2.6, SEC Stage 3.0) • Path 3 Modifications: Self-Governance (Section D2.7, SEC Stage 3.0) • Path 4 Modifications: Fast-Track Modifications (Section D2.8, SEC Stage 3.0)
Party Category	Means one of the following categories: (a) the Large Supplier Parties collectively; (b) the Small Supplier Parties collectively; (c) the Electricity Network Parties collectively; (d) the Gas Network Parties collectively; or (e) the Other Sec Parties collectively. (Section A1, SEC Stage 3.0).
Service Desk	Has the meaning given to that expression in Section H8.19 (Service Desk).
Service Request	Means a request for one of the Services listed in the DCC User Interface Services Schedule (or, in the case of Elective Communication Services, provided for in the relevant Bilateral Agreement).
Smart Metering Systems	Means a system installed at premises for the purposes of the Supply of Energy to the premises that, on the date it is installed, as a minimum; (a) consists of the apparatus identified in; (b) has the functional capability specified by; and (c) compiles with the other requirements of, the Smart Metering Equipment Technical Specification that is applicable at the date (Section A1, SEC Stage 3.0). In summary, this includes: • Gas Smart Metering Equipment; • Electricity Smart Metering Equipment; • In Home Display;

SECMP0033

Modification Proposal

22/02/2017

Version 0.1

Page 13 of 14

This document has a classification of **White**

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	• Prepayment Interface Device; and • HAN Connected Auxiliary Load Control Switch.
SM WAN	Means the means by which the DCC sends, receives and conveys communications to and from Communications Hub Functions.
Threshold Anomaly Detection Procedures	Means the SEC Subsidiary Document of that name set out in Appendix AA, which: a) Has the purpose described in Section G6.1 (Threshold Anomaly Detection Procedures); and b) Is originally to be developed pursuant to Section X10 (Threshold Anomaly Detection Procedures).
Urgent Proposal	Means a Modification Proposal deemed an Urgent Proposal where the Authority directs the Panel to treat the Modification Proposal as an urgent Proposal (whether following a referral by the Panel pursuant to Section D4.5, or at the Authority's own initiation) (Section D4.5/D4.6, SEC Stage 3.0).
User Systems	Means, in respect of each User (DCC User), the Systems of that User (including, where relevant, those of its Supplier Nominated Agent) used in relation to the Services and/or Smart Metering Systems (Section A1, SEC Stage 3.0). The Proposer may wish to consider Suppliers; Network Operators; Registration Data Providers; Other DCC Users (e.g. Authorised Third Parties / Switching Sites); Supplier Nominated Agents.