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Paper Reference:	**SECP_66_1503_12**
Action:	**For Decision**

SEC Modification Timetables

1. Purpose

Following on from the discussions held at the February 2019 Panel meeting, this paper provides an update on the timetables for all Modification Proposals currently in the Refinement Process. As we implement the agreed 'agile' approach to timetables, the timelines here cover the next main package of work for each open modification, and the due date this is expected to be completed by. At that point, the Panel will be provided with an update on progress and be invited to approve the next package of work for that proposal.

The Panel is invited to agree the work packages and timelines in this paper.

2. Background

At the February 2019 Panel meeting[1] we presented changes we were making to the modification process following the implementation of SECMP0049 'Section D Review: Amendments to the Modification Process', as well as setting out our plans to revise the process following customer feedback. The full update on the feedback received and the work we are doing is covered in Panel paper SECP_66_1503_16.

One change, presented at the February Panel meeting, which we agreed to implement immediately, was to adopt a more 'agile' approach to timetables. In the pre-Panel modification session, we also discussed moving to a monthly Working Group meeting approach, which the Panel were supportive of trying. This paper sets out the revised timetables for modifications in the Refinement Process for the Panel's agreement, in line with this new approach.

2.1 More 'agile' Refinement Process timetables

Once a Draft Proposal is ready to be converted to a Modification Proposal, SECAS will develop a timetable for the Refinement Process, with input from the Change Sub-Committee, which will be presented to the Panel. These timetables will be shorter, more detailed and focus on specific actions than previously. For example, rather than have a high-level timetable that merely states "a nine-month Refinement Process", SECAS will develop a more detailed two- or three-month timetable stating what tasks would be undertaken during that period.

[1] Please see Panel paper SECP_65_1502_17 (Change Process Improvements) for full details.

At the end of that period, SECAS will inform the Panel of the status of those tasks. Assuming the tasks are complete, a timetable for the next stage of work will be agreed by the Panel.

The intent of this approach is to stop proposals disappearing into a 'black hole' during the Refinement Process and allow better monitoring of progress. This will allow us to identify any issues that are causing delays in the process, as well as evaluate the urgency with which each proposal needs to be progressed as the situation evolves.

2.2 Monthly Working Group meetings

In response to feedback received from customers, we are moving to establish a monthly Working Group meeting. Instead of having ad-hoc meetings for individual modifications on an as-needed basis, we will set aside one day a month for a monthly session covering multiple modifications. The day would be set up with clear timings, so that attendees only interested in some of the modifications on the agenda could drop in and out as needed. The customers we have spoken to were supportive of at least trying this idea out.

Under this approach, we will begin the Refinement Process by preparing business requirements for the modification with the Proposer and the DCC, with input sought from relevant Sub-Committees. A Preliminary Assessment of the proposed solution will then be carried out by the DCC, where applicable. The business requirements and output from this work will then be presented at the monthly Working Group meeting for review and comment, as a sounding board. If the Working Group are happy with the work done, the modification will proceed to consultation and Impact Assessment; if not, additional work will be done as required before returning to the Working Group for further comment.

We are planning to hold these monthly meetings on the first Wednesday of each month, with the first of these meetings on Wednesday 3 April 2019, and the timetables below take account of this. However, this approach does not rule out ad-hoc meetings at other times where required (e.g. for a particularly urgent change, or where a day devoted just for one proposal would be needed). The agenda of each monthly meeting will be confirmed at least 10 Working Days before the meeting, to allow attendees to determine if they wish to attend, and all other paperwork will be available on the SEC website at least five Working Days in advance.

Please note that all relevant items, such as business requirements, DCC Assessment responses and draft legal text, will be published on the modification's webpage and comments invited prior to meetings – attendance at the meeting will not be the only way that Parties can provide views for consideration. As such, no minimum quoracy will be applied to meetings.

3. Proposed modification work packages and timelines

As a result of these improvements, the timelines of the open modifications have been reviewed to accommodate the monthly Working Group meetings, and the updated next steps for each modification are summarised below. A visual summary of these timelines can be found in Appendix A.

Each modification includes a date by which we will return to the Panel to report on progress against these plans and agree the plan and timetable for the next package of work to be undertaken. If the package of work is completed sooner, or if the situation materially changes during the interim, we will report back to the Panel sooner.

SECMP0007 'Firmware updates to IHDs and PPMIDs'

SECMP0007 proposes to include the capability to update firmware Over-The-Air (OTA) for mandated Home Area Network (HAN) Devices (notably In-Home Displays (IHDs) and Prepayment Meter Interface Devices (PPMIDs)) via the DCC's infrastructure.

The DCC's updated Preliminary Assessment is expected to be returned on 15 March 2019 and will contain an assessment of two solution options for consideration. Following receipt of this, we will review the response with the Proposer and seek their agreement on which option to progress, before presenting this to the Working Group meeting on 3 April 2019 for review and comment.

We will return to the Panel at the **April 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0010 'Introduction of triage arrangements for Communication Hubs'

This modification proposes to permit Suppliers to carry out basic 'triage' checks on Communications Hubs following their removal from a consumer's property.

The DCC is currently reviewing the Preliminary Assessment response provided previously to ensure quality of costs. We are expecting this response to be provided by early April 2019. Following receipt of this, we will review the response with the Proposer before presenting this to the Working Group meeting in May 2019 for review and comment.

We will return to the Panel at the **May 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0012 'Channel selection to support Shared HAN solutions'

SECMP0012 seeks to enable channel selection at the mandated 2.4GHz frequency to facilitate the efficient provision, installation, operations and interoperability of Smart Metering Systems in premises where standard HAN solutions are unsuitable and Shared HAN solutions necessary.

This modification is currently on hold as, following developments with the Alternative HAN (Alt HAN) procurement, the Proposer has notified SECAS that they no longer wish to progress with their original solution. However, they wish to leave the modification open in case another Party wishes to pick it up. Over recent months we have continually engaged with the Proposer and with the Alt HAN community over whether this modification is needed and how to progress with it. We have stressed that there is nothing preventing the modification being withdrawn now and re-raised later once it is known what is needed. However, there remains no appetite to either progress or close this proposal.

We will be discussing this modification at the Working Group meeting on 3 April 2019 to review the original proposal and determine if there is any appetite among Parties to adopt or progress this modification. Following this meeting, we will review the next steps for SECMP0012. If there is no appetite from anyone else to adopt SECMP0012 and the Proposer does not wish to withdraw this, we will look to develop the originally proposed solution and progress that to a final decision.

We will return to the Panel at the **May 2019** meeting, once we have considered the outcomes of the meeting and spoken further with the Proposer, to provide an update on this modification and present the subsequent package of work to be carried out.

SECMP0013 'Smart meter device diagnostics and triage'

This modification seeks to provide Suppliers with a means of performing quality assurance and fault diagnostics on SMETS2 Devices returned by meter operatives.

The DCC is currently reviewing the Preliminary Assessment response provided previously to ensure quality of costs, and we expect to receive this by early April 2019. In parallel to this, we have raised queries in respect of this modification with the National Cyber Security Centre (NCSC) and they have provided a response to these which we are reviewing. Furthermore, the Security Sub-Committee (SSC) has raised some security concerns with this modification, and we will need to further engage with the Sub-Committee before we can return this modification to the Working Group for comment. We believe we will be able to close these outstanding actions in time for consideration at the May 2019 Working Group meeting.

We will return to the Panel at the **May 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0015 'GPF timestamp for reading instantaneous Gas values'

The Gas Instantaneous Prepay Values are retrieved from the Gas Proxy Function and as such may not be in-line with the Gas Meter. Without a timestamp to indicate the timeliness of the values, it prevents the Supplier from knowing how up to date the information is. SECMP0015 proposes to add in this timestamp on readings obtained from the Gas Proxy Function.

This modification has been submitted for Impact Assessment, but this cannot be completed until an enduring approach to DCC implementation costs is agreed. In the meantime, we will be issuing the industry consultation on this modification. Completing these two steps will allow the Refinement Process to conclude and this modification to then proceed to a decision.

We will return to the Panel at the **May 2019** meeting to provide an update on this modification, which will be subject to the outcome of the work on agreeing the approach to DCC implementation costs. If discussions on the approach to costs proceed faster, we will update the Panel in April 2019 instead.

SECMP0024 'Enduring Approach to Communication Hub Firmware Management'

SECMP0024 seeks to develop requirements for an enduring solution for a Supplier-controlled release of firmware to Communications Hubs. The Proposer's solution is to develop and implement a Firmware Deployment and Activation 'Safe Launch' Plan, supported by new Service Requests.

Following a Working Group meeting on 25 February 2019 to discuss an alternative approach to delivering the solution, we will be working with the Proposer to update the business requirements for this modification before re-requesting a Preliminary Assessment of both the original and the alternative options. We will be seeking to agree requirements with the Proposer and the DCC and re-request the Preliminary Assessment by the end of March 2019. The response would then be received from the DCC and reviewed by SECAS and the Proposer by early May, for discussion at the June

2019 Working Group meeting. We will look to progress this faster if possible but have proposed these dates in order to better stagger workload.

We will return to the Panel at the **June 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0028 'Prioritising Service Requests'

SECMP0028 seeks to introduce Service Request prioritisation with the rationale that some Service Requests are fundamental to the customer experience of the market and should take priority over other, Non-Critical Service Requests.

SECMP0028 is on hold pending the outcome of SECMP0067 (see below), which is looking to implement a solution that would deliver what the Proposer seeks. If and when suitable progress is made with SECMP0067, the Proposer is minded to withdraw SECMP0028. We will leave this modification on hold and take no further action on it until the Proposer determines whether SECMP0067 delivers what they seek.

SECMP0032 'Prioritising Prepayment Customers in No WAN Situations'

This modification seeks to require the DCC to prioritise achieving Smart Metering Wide Area Network (SM WAN) coverage in areas where customers signed up to pre-payment contracts with their Suppliers, where a Communications Hub is installed at a premises but does not connect to the SM WAN, and the SM WAN Coverage Database indicated (at any time during the 30 days prior to the date of installation) that the SM WAN is (or would be) available in the area in which the premises is located on the installation date.

The joint Working Group and SSC meeting on 26 February 2019 raised a number of questions and concerns over this modification, in addition to SECMP0037 and SECMP0038 (see below). Additionally, it was raised that it is difficult to consider the issue in the round, given that separate modifications looking at different elements are being progressed. We will be discussing the next steps with the Proposer, with our recommendation being to close these three modifications and raise a new Draft Proposal to consider the root issue with pre-payment metering. We will provide the Panel with an update on the agreed next steps at the **April 2019** meeting.

As SECMP0032, SECMP0037 and SECMP0038 all cover pre-payment issues, should they continue as separate proposals, we plan to combine them into a single group and will investigate finding one solution which addresses them all. This is a complex and in-depth topic and will need to be covered in its own Working Group meeting outside of the monthly meeting cycle.

SECMP0037 'Pairing Local PPMIDs'

SECMP0037 seeks to remove the 60-minute limit requirement that Communications Hubs currently have, to allow the Hand-Held Terminals (HHTs) to join the HAN after power on. This is to give Suppliers the option of providing Pre-Payment Meter Interface Devices (PPMIDs) to their Consumers that can join a HAN without requiring a reliable Wide Area Network (WAN) connection or engineer intervention.

SECMP0037 will now progress in parallel with SECMP0032 above.

SECMP0038 'Sending Commands via PPMIDs'

SECMP0038 offers the option for PPMIDs to be able to pass fully formed GB Companion Specifications (GBCS) Remote Party Commands onto the HAN. It is expected that the Commands would usually be routed from the Supplier to the PPMID via Wi-Fi connectivity.

SECMP0038 will now progress in parallel with SECMP0032 above.

SECMP0046 'Allow DNOs to control Electric Vehicle chargers connected to Smart Meter infrastructure'

SECMP0046 proposes to enable electricity Distribution Network Operators to be able to use the Smart Meter infrastructure to modify electric vehicle charging load within a household. This is in order to avoid the risk of overloading low voltage circuits from secondary substations to properties, and therefore avoid power outages.

A standalone Working Group meeting is being held on 20 March 2019 to discuss the business requirements. After this meeting, we will work with the Proposer and the DCC to finalise the business requirements before we issue a Preliminary Assessment request; we will be aiming to do this by early April 2019. The response would then be received from the DCC and reviewed by SECAS and the Proposer by mid-May, for discussion at the June 2019 Working Group meeting.

We will return to the Panel at the **June 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0053 'Amend Target Response Times for Service Requests Critical to Installation and Commissioning Processes'

This modification seeks to amend the Target Response Times (round-trip journeys for Service Requests) for Service Requests that need to be processed as part of the installation and commissioning of a Smart Meter.

This modification is currently with the DCC for Preliminary Assessment, and we are expecting to receive a response by mid-March 2019. Following review by SECAS and the Proposer, we expect to present this modification to the Working Group at the monthly meeting on 3 April 2019 for review and comment.

We will return to the Panel at the **April 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0053 is a candidate for the November 2019 SEC Release, but to be included, the Modification Report needs to be submitted to the Panel at the May 2019 meeting. We will be working to expedite steps in the process as needed without impacting the quality of assessment, but there is a risk that due to delays with the Preliminary Assessment this modification may miss the cut-off date and so fall out of scope.

SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC'

SECMP0055 seeks to implement a number of Issue Resolution Proposals (IRPs) that will clarify, correct or align Technical Specifications to current practice.

The industry consultation closed on 1 March 2019, and we are reviewing the responses received and confirming the final list of the IRPs to be included. We are also reviewing the implementation approach following observations from the Technical Architecture and Business Architecture Sub-Committee (TABASC) and will discuss this with them on 21 March 2019. The Modification Report will be presented to the Panel in **April 2019**.

SECMP0056 'IHD / PPMID Zigbee Attributes Available on the HAN'

This modification seeks to copy Zigbee attributes from SMETS1 to SMETS2 to enable IHDs and similar Devices to receive notifications of Change of Supplier/Tenancy (CoS/CoT) in order to protect previous occupiers' data under the General Data Protection Regulation (GDPR).

This modification is currently with the DCC for Preliminary Assessment, and we are expecting to receive a response by early April 2019. Following review by SECAS and the Proposer, we expect to present this modification to the Working Group at the monthly meeting in May 2019 for review and comment.

We will return to the Panel at the **May 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0062 'Northbound Application Traffic Management – Alert Storm Protection'

SECMP0062 proposes to enable the implementation of a traffic management solution to protect the DCC System and Service Users against alert storms originating from a single Device.

Following consideration of the Preliminary Assessment response by a Working Group, we are preparing the industry consultation, and expect this to be issued by mid-March 2019. We will also require an Impact Assessment of this modification. Now that SECMP0049[2] has been implemented, sign-off of the costs for an Impact Assessment now sits with the Change Board. However, if the Panel agrees to incur the costs of the Impact Assessment of circa £17,000 prior to us completing the industry consultation, we can request this now; this would facilitate us being able to return the Modification Report in May 2019, which is the latest this report can be returned before SECMP0062 misses the cut-off for inclusion in the November 2019 SEC Release.

Based on this approach, we expect to return to the Panel with the Modification Report at the **May 2019** meeting.

SECMP0063 'Ensuring correct Network Operator Certificates are placed on Electricity Smart Meters'

This modification seeks to ensure that correct Network Operator Smart Metering Key Infrastructure (SMKI) Certificates are placed on Electricity Smart Meters during commissioning. Where the wrong

[2] SECMP0049 'Section D Review: Amendments to the Modification Process'

certificate is applied, this prevents the true Network Operator from communicating with the Smart Meter.

The Operations Group are currently reviewing the issue more widely, and we will be liaising with this Sub-Committee and the Proposer across March and April to assess and understand the scale of the issue and the best ways of resolving it. This will allow us to identify the best solution and prepare business requirements with the Proposer and the DCC, with input from the Operations Group. The original proposal would have impacted on the DCC Systems, and if this remains the case, we would look to request a Preliminary Assessment mid-May. The output of this work would be targeted for discussion at the Working Group meeting in July.

We will return to the Panel at the **July 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

SECMP0066 'Advanced Shipment Notifications (ASN) for Consignment of Communications Hubs'

This modification seeks to amend the SEC to increase the minimum notice period that the DCC must offer a Party about Advanced Shipment Notifications (ASN) for the Consignment of Communication Hubs.

The DCC and the Proposer have been in discussions over this modification. We plan to add this to the agenda for the Working Group meeting on 3 April 2019 to obtain any further views from the wider industry on the scale of the impacts this modification has, in order to inform how this modification should proceed.

We will return to the Panel at the **April 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the modification is to proceed, the next package of work would involve preparing the business requirements and have these assessed.

SECMP0067 'Service Request Traffic Management'

SECMP0067 proposes to provide the Data Service Provider (DSP) with the technical capability to manage Service Requests received from Service Users, such that DSP System is protected from accidental or deliberate overload.

We are working with the DCC, as Proposer, on the business requirements for this modification, and will be engaging with the TABASC at their meeting in March 2019. Following the TABASC's input, we will submit this modification for a Preliminary Assessment in early April, in order to stagger workload with the DCC, but if this is ready sooner we will look to submit the request sooner. The response would then be received from the DCC and reviewed by SECAS and the Proposer by mid-May, for discussion at the June 2019 Working Group meeting.

We will return to the Panel at the **June 2019** meeting to provide an update on this modification and agree the next set of dates, which will be subject to the outcome of the Working Group meeting. If the Working Group is content with the work, this modification would be able to progress to consultation and Impact Assessment.

4. Recommendations

The Panel are requested to:

- **AGREE** the packages of work and the progression timetables outlined in this paper; and
- **AGREE** to request an Impact Assessment for SECMP0062.

David Kemp

SECAS Team

8 March 2019

Attachments:

- **Appendix A:** SEC Modification Timetables