SECP_67_1204 - Panel Paper Overview

This document provides an overview of all the papers to be presented at the SEC Panel meeting on 12 April 2019; so that Parties can determine those papers that may be of interest.

An indication of the focus of each paper has been provided to highlight whether it is of interest to a particular reader, i.e. security, technical, governance.

Following the meeting, SECAS will issue meeting headlines, which outline any decisions and outcomes from the Panel meeting.

Decision and Discussion Items

SECP_67_1204_01 – Minutes and Actions Outstanding (For Information)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting		Other	

Summary:

The final minutes from the March 2019 Panel meeting and an update on outstanding actions from previous meetings.

SECP_67_1204_02 – Random Sample Privacy Assessment Scheduling (For Decision) (AMBER)

Paper focus:

Governance		Privacy	✓	Technical	
Change		Reporting		Other	

Summary:

This confidential paper aims to inform the Panel about the current arrangements for Random Sample Privacy Assessments, and ultimately ensures the Panel is compliant with SEC Section I2.15(c).

The Panel is requested to agree the proposed amendments to the Privacy Controls Framework V2.4.

SECP_67_1204_03 – Other SEC Party Requirements (For Decision) (AMBER)

Paper focus:

Governance		Privacy	✓	Technical	
Change		Reporting		Other	

Summary:

Pursuant to action SECP66/01, which requires SECAS to undertake a review of the 'Other User' role, SECAS are looking to understand the requirements and objectives of Other SEC Parties with regard to DCC services. This confidential paper sets out a questionnaire that SECAS are proposing to issue

to Other SEC Parties to engage on this subject, and aid understanding and development of an appropriate and relevant 'Other User' role.

The Panel is requested to review the questions and consider whether any amendments are needed.

SECP_67_1204_04 – CPA Methodology for Modifications to Security Characteristics (For Information)

Paper focus:

Governance		**Security**	✓	**Technical**	
Change		**Reporting**		**Other**	✓

Summary:

The paper is to inform the SEC Panel of the arrangements that the SSC has put in place to meet obligations, by publishing a Methodology to clarify the arrangements for the development, maintenance, modification and governance of the CPA SCs (enclosed as Annex A).

The Panel is requested to note the contents of this paper.

SECP_67_1204_05 – SMETS1 Services Initial Operating Capability SIT Completion Decision (For Decision)

Paper focus:

Governance	✓	**Security**		**Technical**	✓
Change		**Reporting**		**Other**	

Summary:

This paper provides details of the Testing Advisory Group's (TAG) considerations, and associated recommendations, regarding the completion of the SMETS1 Services Initial Operating Capability (IOC) System Integration Testing (SIT) and whether the exit criteria for the test phase has been met.

The Panel is requested to agree that the IOC SIT exit criteria have been met and that IOC SIT is complete.

SECP_67_1204_06 – Post-Release Lessons Learned (For Discussion)

Paper focus:

Governance		**Security**		**Technical**	
Change	✓	**Reporting**		**Other**	✓

Summary:

This paper sets out the lessons learned that were identified throughout the implementation of the Release 2.0 Programme. It also outlines key themes and follow up actions.

The Panel are requested to note the Release 2.0 Lessons Learned.

SECP_67_1204_07 – Business Continuity Disaster Recovery Report (For Decision) (GREEN)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting		Other	✓

Summary:

This paper provides the SEC Panel with views from the Operations Sub Group (Ops Group) in relation to the DCC Business Continuity Disaster Recovery (BCDR) re-test proposals.

An accompanying late paper provides the SEC Panel with a summary of the progress with the current Business Continuity and Disaster Recovery Test cycle. It also seeks views from Panel Members on some proposed amendments to the Business Continuity and Disaster Recovery Test Schedule to allow the test cycle to complete in a timely manner.

The Panel is requested to approve the proposed amendments to the BCDR Test Schedule.

SECP_67_1204_08 – Notifying Parties of Socialisation Costs (For Discussion) (RED)

Presentation focus: To be provided on the day.

Governance	✓	Security		Technical	
Change		Reporting		Other	✓

Summary:

The purpose of this presentation is to aid Panel discussions relating to how SEC Parties may be provided advance notice of socialised costs.

The Panel is requested to consider how to provide SEC Parties with advance notice of socialised costs.

SECP_67_1204_09 – End of Regulatory Year Report 2018 - 2019 (For Decision) (AMBER)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting		Other	✓

Summary:

This paper provides the Panel with a draft End of Regulatory Year Report for the 2018-19 period. The report is provided to the Panel as a confidential appendix to allow Panel review prior to wider circulation to Parties. The Panel are also required, as part of that Report, to set out their evaluation of whether the SEC continues to meet the SEC Objectives.

The Panel are requested to agree the End of Regulatory Year Report for the period 2018-19, subject to any revisions discussed at the Panel meeting.

SECP_67_1204_10 – SECAS Contract Update (For Decision) (RED)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting		Other	✓

Summary:

This confidential paper sets out amendments to the Smart Energy Code Administrator and Secretariat (SECAS) contract.

The Panel are requested to approve the amendments to the contract.

Change Items

SECP_67_1204_11 – Change Status Report – April 2019 (For Information)

Paper focus:

Governance		Security		Technical	
Change	✓	Reporting	✓	Other	

Summary:

This paper provides an update on the progress of Modification Proposals going through the change process, a summary of potential future release content, alongside the DCC Impact Assessment (IA) and Preliminary Assessment (PA) timetable.

The Panel is requested to note the contents of this paper.

SECP_67_1204_12 – SEC Modification Timetables update (For Decision)

Paper focus:

Governance		Security		Technical	
Change	✓	Reporting		Other	✓

Summary:

This paper provides an update on the timetables for all Modification Proposals currently in the Refinement Process.

The Panel is requested to agree the programmes of work and timelines in this paper.

SECP_67_1204_13 – Change Process Improvements Update (For Information)

Paper focus

Governance		Security		Technical	
Change	✓	Reporting		Other	✓

Summary:

This paper provides a progress update on the delivery of improvements to the SEC Modification Process as discussed at the March Panel meeting. It also sets out the areas for improvement SECAS will be focusing on in the coming months.

The Panel is requested to note the contents of this paper.

SECP_67_1204_14 – Interim approach to reporting SEC release costs (For Decision) (GREEN)

Paper focus:

Governance		Security		Technical	
Change	✓	Reporting		Other	✓

Summary:

This paper outlines the DCC's proposal for how costs incurred during the testing of Modification Proposals should be accounted for and reported on an interim basis while an enduring methodology is being developed and agreed. It also provides a brief outline of DCC's intentions for an enduring approach. The scope of this paper includes System Integration Testing and User testing (Post-PIT costs).

Standing Agenda Items

SECP_67_1204_15 – BEIS Update (For Information)

Presentation focus: To be provided on the day.

Governance	✓	Security		Technical	
Change		Reporting	✓	Other	

Summary:

A presentation that provides the Panel with an update on recent publications, forthcoming consultations and key milestones.

The Panel is requested to note the update.

SECP_67_1204_16 – DCC Update (For Information)

Presentation focus: To be provided on the day.

Governance	✓	Security		Technical	
Change		Reporting	✓	Other	

Summary:

A presentation that provides the Panel with an update on the activities undertaken by the DCC since the last Panel meeting.

The Panel is requested to note the update.

SECP_67_1204_17 – SEC Panel Sub-Committee Report (For Information)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting	✓	Other	

Summary:

An update on recent activities from the Panel Sub-Committees. It highlights the key issues discussed and details specific points the Sub-Committees would like to bring to the Panel's attention.

The Panel is requested to note the update.

SECP_67_1204_18 – DCC Reporting (For Information)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting	✓	Other	

Summary:

This paper details the reports provided by the DCC for the SEC Panel to review, as required by the Smart Energy Code (SEC).

The paper also sets out the observations raised by the Operations Group against each report delegated to them.

The Panel is requested to note the report.

SECP_67_1204_19 – Operations Report – March 2019 (For Information)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting	✓	Other	

Summary:

The Operations Report is a monthly update based on SECAS activities in support of the SEC. It includes a breakdown of days by driver and provides commentary related to the activities undertaken by the SECAS team in March 2019.

The Panel is requested to note the report.

SECP_67_1204_20 – SEC Panel Risk and Issue Register (For Decision) (GREEN)

Paper focus:

Governance	✓	Security		Technical	
Change		Reporting		Other	✓

Summary:

This paper provides a monthly update on the SEC Panel Risk & Issues Registers, which includes:

- A proposed new risk;
- Amendments to mitigations for six existing risks; and
- Amendments to mitigations for two existing issues.

The Panel is requested to agree the amendments to the Risk and Issues Register.

SECP_67_1204_21 – Smarter Markets Project Update (For Information)

Paper focus:

Governance	✓	**Security**		**Technical**	
Change		**Reporting**		**Other**	✓

Summary:

This paper provides an overview of the developments and work undertaken in support of the Ofgem Smarter Markets project.

The Panel is requested to note the update.

SECP_67_1204_22 – Transitional Governance Update (For Information) (GREEN)

Paper focus:

Governance	✓	**Security**		**Technical**	
Change		**Reporting**	✓	**Other**	

Summary:

A compendium of activities occurring under the Smart Metering Implementation Programme (SMIP). The paper includes updates on the following areas:

- High level updates from Transitional Work Group meetings attended by SECAS and the Panel Chair in the last month;
- An overview of relevant notices from the Secretary of State.

The Panel is requested to note the update.