

SEC Panel Meeting 34

Meeting SECP_34_0807, 8th July 2016

10:00 – 12:30, Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

Final Minutes

Attendees:

Category	SEC Panel Members
SEC Panel Chair	Peter Davies
Large Suppliers	Simon Trivella
	Adam Carden (Alternate)
Small Suppliers	Eric Graham
	Mike Gibson
Electricity Networks	David Lane
Gas Networks	Sara Neal
	Hilary Chapman (observer)
Other SEC Parties	Mike Woodhall
	Hugh Mullens
DCC	Paul Hawkins
	Adam Pearce (observer)
	Phillip Twiddy (part)

Representing	Other Participants
DECC (Secretary of State)	Duncan Stone
	Tim Guy
	Phillip Milmine (part)
Ofgem (the Authority)	Nigel Nash
	Gwen Cruise
	Raymond Elliot
Meeting Secretary	Sasha Townsend
SECAS	Sarah Gratte
	David Barber
	Alys Garrett
	Sebastian Rattansen (part)

Apologies:

Category	SEC Panel Members
Large Suppliers	David Ross Scott

1. Minutes and Actions Outstanding

The minutes from the June 2016 Panel meeting were approved via ex-committee decision.

SECAS highlighted the new Panel Paper Overview that has been developed to give Parties a high level description of the contents of the papers which are to be presented at Panel meetings. The Panel emphasised that this paper addressed feedback received and support transparency for the industry.

SECAS provided the Panel with an update on the Actions Outstanding from previous meetings, noting that the majority of the actions had been closed with updates to be provided under respective agenda items. A brief update was provided on the following action:

Action Reference	Update
SECCP33/02	<p>An initial meeting was held between DECC and SECAS, on 29th June 2016, to walkthrough the tooling and mapping spreadsheet process. It was noted that SECAS sent three solution design documents to DECC in order for them to generate HTML message templates.</p> <p>SECAS will continue to send Technical Specification changes to DECC and will shadow the activity until the handover is complete.</p>

2. DCC Live Decision Making Process

DECC provided the Panel with a presentation on the DCC Live Criteria content and the expected roles of DECC, the DCC, and the SEC Panel. The demonstration of meeting the DCC Live Criteria will take the form of an assertion letter and DECC noted that the content will be consolidated to 9 sections expected to be across 5 or 6 pages. The Panel were informed that the DCC's role is to develop the DCC Live Criteria, with the assistance of DECC and SECAS. Once the DCC Live Criteria are final, they will be submitted to DECC's Senior Responsible Officer (SRO), whilst also copying in the SEC Panel, for review and comments. Based on the current plan, this is expected to be on 8th August 2016.

It was noted that it is the Panel's role to provide comments to DECC's SRO by 15th August 2016, in order to highlight any areas that they deem to need further consideration. DECC will then review and accept the assertion letter as part of the DCC Live decision making process, requesting additional details and rationale as required, on 17th August 2016.

It was questioned whether DCC Live would be the same day as the assertion letter is accepted or whether further activities would be required. DECC highlighted that the registration data activities would already have taken place and therefore DCC Live will be communicated on the same day.

The Panel requested that DECC provide the direction or the form of the direction, to the Panel on their role pursuant to SEC Section X1.18, as soon as possible.

DECC presented the Panel with an example of the type of detail to be included within the assertion letter for one of the DCC Live Criteria. Discussion followed on possible workarounds and the associated impacts.

It was questioned how the process would work if a caveated DCC Live was required (e.g. only in one region). DECC clarified that the SRO will make the final decision on any caveated approach after Smart Metering Delivery Group (SMDG) consideration. The Chair also questioned who will assess the impacts of workarounds and suggested that there should be engagement with industry. The DCC agreed should any workarounds be identified, there would need to be consideration of any associated impact on a case by case basis.

The Panel **NOTED** the contents of the presentation.

3. Updated Testing Approach Documents and Meter Emulator Assurance for UEPT

The Panel were provided with an update on the Testing Approach Documents for approval and on the use of meter emulators in User Entry Process Testing (UEPT). It was noted that this paper was originally provided ex-Committee prior to the commencement of UEPT, however, due to UEPT being re-scheduled to 18th July 2016, discussion at an extraordinary meeting was not required.

The Testing Advisory Group (TAG) reviewed the Testing Approach Documents on 23rd June 2016 and their comments and recommendations were presented to the Panel. The DCC provided a brief overview of the amendments made to the documents noting that they were mainly to align with the phasing of the solution testing. The Panel agreed that they should endorse the TAG's recommendation and approve:

- the Systems Integration Testing Approach Document v5.8;
- the Interface Testing Approach Document v2.11; and
- the End to End Testing Approach Document v3.10.

Following previous TAG discussion on the use of meter emulators the DCC produced an Assurance Activity report "The Use of Meter Emulators for UEPT" which was also reviewed by TAG on 23rd June 2016. The report sets out the assurance gained for the use of emulators in UEPT through the use of the Great Britain Companion Specification (GBCS) for Industry (GFI) tool. SECAS highlighted that the report was presented for agreement by the Panel, but was not intended to provide any demonstration of how the use of emulators would meet the Interface Testing (IT) objective.

The DCC provided a further update on the number of GFI use cases that the ESME and GSME emulators had passed since the reports publication. DECC suggested that a work off plan is put in place to ensure it is transparent on which tests had failed and remained outstanding. The Panel agreed that the DCC should report weekly, or as appropriate, on the activities undertaken to address the work off plan for emulators identified in the Assurance Activity report and that they should continue to report until there is complete assurance that emulators have passed the required tests.

The DCC also noted that a Change Request had been raised to address the risks set out within the assurance report.

It was noted that the SEC requires a process to be agreed with the Panel with regard to the reintroduction of actual meters when Test Stubs are used. The DCC highlighted that they are working with Manufacturers and suitable meters will be deployed once they are able to support the

requirements. It was also noted that testing would not be interrupted as the User can choose when to introduce the meter. The Panel supported this process.

The Panel:

- **NOTED** the contents of this paper;
- **APPROVED** the revised SITA v5.8 Appendix 1 based on TAG's recommendation;
- **APPROVED** the revised ITA v2.11 Appendix 2 based on TAG's recommendation;
- **APPROVED** the revised E2EA v3.10 Appendix 3 based on TAG's recommendation;
- **AGREED** the DCC's assurance report as set out in Appendix 4 'The Use of Meter Emulators for UEPT'; and
- **AGREED** the process for introducing meters to replace stubs during UEPT as set out in Appendix 5.

ACTION SECP34/01: DCC to report to the Panel on a weekly basis on the activities taken to address issues for emulators identified in the Assurance Activity report in a work off plan.

Post Meeting Note: The DCC are including an update on emulator assurance as requested in their weekly SIT Progress Report

4. Testing and SEC Panel Risk Update

The Panel were provided with an update on matters related to testing that have occurred in the last month. This included an overview of the DCC's testing progress and an update on the variation of the UEPT start date. The Panel noted the change to the commencement date of UEPT as confirmed by DECC as being no earlier than 18th July 2016.

The Panel were also provided with an update from the Testing Advisory Group (TAG) meeting held on 23rd June 2016, during which the members discussed the DCC Assurance Activity report on meter emulator assurance activities that was requested to report on the suitability of using meter emulators for UEPT.

The Panel were also provided with an update on Panel Risk 19 as discussed by TAG at their latest meeting. SECAS recommended that the meter emulator issue continues to be monitored and considered through Panel Risk 19 which the Panel agreed. Discussions followed on the possible methods of monitoring issues and considerations of risks. The Panel agreed that an issue log should be added to the SEC Panel Risk Register with a similar scoring mechanism to the current risk register. It was noted that the issue log should be a means to outline further detail on issues relating to certain risks and SECAS should also reference other Panel papers to expand the information provided.

The paper also included a Confidential Appendix A providing the Panel with the participants who have successfully completed SMKI and Repository Entry Process Testing.

The Panel:

- **NOTED** the contents of the paper;

- **NOTED** the contents of the CONFIDENTIAL Appendix A;
- **AGREED** that the previously noted risk of Test Stubs is now an issue and that the assurance activity identified by TAG provides some moderation of this; and
- **AGREED** that the residual Panel Risk 19 matters are monitored through reporting under the standing agenda item for the Testing Update

ACTION SECP34/02: SECAS to add an issue log to the SEC Panel Risk Register and cross reference it with the Testing Update agenda item paper.

5. Shared Service Provider Assessments

SECAS presented the Panel with a paper providing a background on questions raised with regards to Shared Resources and the Security Assessment process.

It was noted that Parties have questioned the equality due to SEC Section H14.20 stating that where Systems have been proven as part of one Party's successful completion of UEPT, the other Parties using those System can submit proof to the DCC to determine whether that Party has met the UEPT exit criteria. This would mean that the first Party, using the Shared Resources, to complete UEPT will have higher costs to pay than the succeeding Parties. DECC highlighted that the SEC enables relevant aspects of a previous security assessment to be used for others where there is a shared resource. They had previously considered whether assessments could be fully equivalent as they can be for User Entry Process Tests under H14.20 and considered not, as there are security requirements that cannot be outsourced such as suppliers' internal risk management and risk governance arrangements. The Panel noted that with the current SEC provisions it was possible for shared service providers to manage this issue through their commercial relationships, but that is it was felt that this was insufficient, then a Party could raise a Modification Proposal through the normal means.

The Panel discussed the impact on security assessment cycles for Parties who intend to use Shared Resources. It was noted that currently, where a shared service provider is responsible for more than 250,000 domestic premises their users will be required to have a Full Assessment every year. SECAS noted that questions will be taken to the next Security Sub-Committee (SSC) on the 13th July 2016 and the Panel will be updated at the August 2016 Panel meeting.

The Panel:

- **NOTED** the contents of the paper;
- **CONSIDERED** the appropriate option for shared service providers in relation to the security and privacy arrangements; and
- **NOTED** that the appropriate solution would be for a Party to take forward via a Modification.

6. Code Governance Review Phase 3 Outcomes: Materiality Guidance

SECAS presented a paper providing initial materiality guidance relating to whether a SEC Modification Proposal would be progressed as a 'Path 2: Authority Determination' or 'Path 3: Self-Governance', for the Panel's consideration. It was noted that following the key requirements arising from the Code Governance Review Phase 3 (CGR3), at a joint Code Administrator meeting, it was

agreed that each Code should determine a view of materiality in respect of their specific requirements, in order to facilitate the production of wider cross code guidance.

DECC commented that the materiality guidance in relation to Data Privacy referenced in SEC Section D2.6(c) could be made clearer to reflect that any change to Data Privacy provisions should be considered as material. The Panel agreed that this should be amended.

The Panel noted that based on the materiality guidance the majority of Modification Proposals will be progressed as Path 2 despite Ofgem targeting an equal proportion of Authority Determination and Self-Governance modifications. SECAS highlighted that there are areas that still require further consideration, which may result in the materiality guidance being updated. It was noted that it may also be necessary to review and update the guidance once a number of the active Modification Proposals have completed the process. The Chair also noted that an Ofgem representative attends Panel meetings and can therefore provide input and challenge Path types during the initial consideration of Modification Proposals.

The Panel:

- **NOTED** the contents of the paper;
- **CONSIDERED** the proposed initial materiality guidance; and
- **AGREED** that SECAS should further develop the guidance and publish it on the SEC Website and add it to the Modification Proposal Form.

ACTION SECP34/03: SECAS to further develop the materiality guidance and share it with other Code Administrators as part of the cross code working on the CGR3 key requirements.

7. Security Sub-Committee Duties

The Panel were provided with a summary of the duties which DECC have requested are transferred from the Transitional Security Expert Group (TSEG) to the SSC. SECAS recommended that the duty to review DCC Competent Independent Organisation (CIO) report is not transferred, due to TSEG being responsible for the design and development of the DCC's security requirements and therefore would be beneficial for the DCC CIO duties to remain. It was highlighted that currently there is approximately a 50% overlap of TSEG and SSC members and this may result in a loss of continuity. The Panel agreed that the DCC CIO responsibility would not be transferred from TSEG. The Panel requested that the SSC confirm that they are happy with the transfer of duties.

DECC emphasised the importance of the successful transfer of the Annual Risk Assessment duties. SECAS noted that the activities required to undertake and organise the Annual Security Risk Assessments is a large piece of work. It was noted that there is a £250,000 budgeted in 2016/17, using the assumption that the work would require two full time security experts working over approximately 4 months. It was agreed that this matter should be raised at a future SSC meeting for further consideration.

The Panel:

- **NOTED** the contents of the paper;
- **CONSIDERED** which responsibilities should be transferred from TSEG to the SSC; and
- **APPROVED** the handover of responsibilities from TSEG to the SSC, apart from the DCC CIO duties, subject to SSC confirmation.

ACTION SECP34/04: SECAS to raise Annual Risk Assessment matter as an agenda item at the next possible SSC meeting.

8. Impacts on the SEC Panel and Operations

SECAS presented the Panel with an overview of the Government and DCC consultations issued in June that may have an impact on the SEC Panel and Parties. The Panel were informed that the Secretary of State (SoS) issued a direction letter dated 5th July 2016 and SEC 4.13 was designated on 6th July 2016, to bring in changes by way of incorporating two new Subsidiary Documents into the SEC: Appendix X 'Registration Data Interface Specification' and Appendix Y 'Registration Data Interface Code of Connection'. The same direction also re-designated SEC Appendix D 'SMKI Registration Authority Policies and Procedures' and SEC Appendix Q 'IKI Certificate Policy'.

On 17th June 2016, DECC wrote to SMDG members seeking nominations of representatives to attend the Smart Metering Issue Resolution Forum (SMIRF), that has been designed to resolve issues that are raised post DCC Live. The Panel were informed that DECC has produced and published the Terms of Reference and requested nominations by 1st July 2016. SECAS proposed that the Panel should nominate a SECAS representative to attend the SMIRF in order to support any actions that may have impacts on the SEC Panel. It was suggested that the Head of Code, Jill Ashby, should attend these meetings and the Panel agreed.

The Panel:

- **NOTED** the contents of the paper;
- **AGREED** that a SECAS representative attends the SMIRF meetings; and
- **AGREED** that SECAS respond to the DECC letter requesting SMIRF nominations.

ACTION SECP34/05: SECAS to respond to the DECC letter nominating the SECAS Head of Code to attend SMIRF meetings.

9. SEC Panel Risk Register Update

The Panel were provided with the updated Risk Register following the monthly review by SECAS. It was highlighted that there were no new proposed risks added to the July Risk Register, but proposed amendments had been made to Panel Risk 19. The Panel were informed that the risk's likelihood had been increased, which subsequently increased the severity from a 12 to a 20 and the Red/Amber/Green (RAG) status from Amber to Red. It was noted that this proposed amendment was made due to the risk being escalated as an issue, as detailed in the Testing and SEC Panel Risk Update paper (SECP_34_0807_04).

The Panel:

- **NOTED** the contents of the paper; and
- **AGREED** the amendments to the SEC Panel Risk Register.

10. Modification Status Report – July 2016

On 6th July 2016, the Panel were provided with a letter from the DCC updating members on the DCC's provision of Impact Assessment (IA) information to SEC Modification Proposal Working Groups. The Panel Members noted that the letter did not provide an indication of when all the paused Preliminary Assessments (PA) would be completed. The DCC informed the Panel that completion dates had been omitted due to uncertainty on the resources available to enable them to achieve a revised timescale. The DCC emphasised that they are working closely with the Service Providers (SPs) to establish particular areas of delay and they agreed to provide further updates, including indications of timescales, to the Panel each month.

The Panel discussed the paused PAs and the impacts that these may have on implementation timetables for the Modification Proposals affected. The DCC noted that the IAs will inform the earliest possible release of which the assessed Modification Proposal can be included. The Panel highlighted that SEC Modification Proposals will need to be a key focus and high priority post DCC Live. The DCC clarified that there should be considerable discussion on the prioritisation of modifications and their targeted implementation dates.

The Chair highlighted that the letter raises concerns on compliance and this is for Ofgem to assess. It was noted that once Ofgem communicates an outcome and the DCC provides indicative dates for when the PAs will be resumed, SECAS will review and amend the timetables to reflect the changes and present these to Panel for consideration. It was agreed that the Panel Chair will respond to the DCC letter based on the Panel's discussions.

SECAS presented the Panel with an update on the status and progress of Modification Proposals going through the Modification Process, noting that revisions had been made to the report as requested by the Panel. In July 2016, one modification was issued for Modification Report Consultation, 15 modifications were undergoing the Refinement Process, and one modification was brought to the Panel as an Initial Modification Report (IMR).

Further to the Panel's previous request, SECAS noted that narrative on how the modifications are progressing through each stage of the Modification Process has now been added to the report. The Panel commented that this narrative was extremely useful and requested that further information is added on any difficulties experienced during Working Group discussions. SECAS suggested adding an update on each Working Group to future reports and the Chair highlighted that this may then prompt the Panel to discuss suggestions on how the relevant Working Group Chair can progress refinement. SECAS also noted that these considerations will be included in the thought piece regarding how the change process could be strategically developed, which is due to be presented to the Panel during their August 2016 meeting.

The Panel:

- **NOTED** the contents of the letter; and
- **NOTED** the contents of the paper.

ACTION SECP34/06: SEC Panel Chair to respond to the DCC's letter regarding Impact Assessments and Modification Proposals.

ACTION SECP34/07: SECAS to add updates on each SEC Modification Proposal Working Group to future Modification Status Reports.

11. Modification Proposals

SECAS presented the Panel with an Initial Modification Report (IMR) for SECMP0018 'Standard Electricity Distributor Configuration Settings', to discuss and determine how it should be progressed through the Modification Process. SECMP0018 aims to set default values for Electricity Network Parties (ENPs) configuration settings for all Electricity Smart Metering Equipment (ESME), to reduce the need for Electricity Network Operators (ENOs) to apply settings immediately after the ESME is first installed and commissioned.

SECAS highlighted that the IMR was published before the DCC's letter to the Panel on Modification Proposals and Impact Assessments, however, although the indicative modification timetable does not consider the updated DCC timescales, the Proposer envisaged that the Modification Proposal will have no impact on the DCC and so the proposed implementation date was still deemed achievable. Discussions followed on the possibility of implementing the modification earlier than the proposed date of November 2017. SECAS highlighted that the Parties mostly impacted will be Manufacturers and they will be able to advise if they can build the necessary changes sooner than proposed, if SECMP0018 is implemented, during the consultation stage.

The Panel also questioned whether EC Notification was necessary as it was believed that the Modification Proposal is not seeking to change the functionality of ESMEs. SECAS informed the Panel that DECC had previously advised that European Commission (EC) Notification will likely be required for SECMP0018 as the proposed changes may restrict the meters available to the Great British market. The Panel noted that if this is not the case, the Modification Path could be re-considered.

The Panel requested that these concerns are passed on to the Working Group 1 to consider as part of the Refinement Process.

The Panel also highlighted that the Modification Proposal Form had not been included in the Panel meeting pack and the Proposer's details were not made available in the IMR. It was requested that these matters were rectified.

The Panel:

- **NOTED** the contents of the paper; and
- **AGREED** the determinations for the Modification Proposal, as set out in the IMR.

ACTION SECP34/08: SECAS to include the Proposer details in future IMRs.

12. DECC Update

The Panel were presented with an update on the forthcoming consultation and response documents, and upcoming key milestones. DECC highlighted that the Letter of Direction to activate changes to SEC Section L13 and to incorporate the DCC Key Infrastructure (DCCKI) Subsidiary Documents is expected to be signed on or around the 12th of July 2016. The Panel noted that it would be beneficial to have just one SEC designation in the coming week. DECC informed the Panel that it would be sensible to avoid two designations but this is to be confirmed due to the Minister's availability. DECC also informed the Panel that changes to the Enduring Test Approach Document are currently out for consultation and the re-designation is targeted for 25th July 2016.

The Panel **NOTED** the contents of the update.

13. DCC Update

The Panel were provided with an update on the activities undertaken by the DCC since the last Panel meeting, including an update on testing progress and the status of releases. The DCC highlighted that R1.2 is progressing with active monitoring by the SMDG and that UEPT would commence no earlier than the 18th of July 2016, following IT commencing on 11th July 2016. The DCC also highlighted that it has undertaken a contingency review for R1.3, which has been reviewed by DECC and will be shared with the Panel imminently.

The Panel were informed of three new DCC reports that will be sent to Panel following DCC Live; Deployed Products List, Service Request Forecast Variance, and Communication Hub (CH) Faults Reporting. These will be shared on weekly, monthly, and quarterly basis, respectively. Discussions followed on the reports and the subsequent role of the Panel. It was highlighted that pursuant to SEC Section H3.25, the Panel shall publish the Service Request Forecast Variance Report on the SEC Website and decide to omit any parts of the report concerning under or over forecasting. It was also highlighted that pursuant to SEC Section F, the Panel shall also publish the Deployed Product List and CH Faults Report on the Website. The Chair noted that careful consideration will need to be made before approving to publish the reports, due to the naming of SEC Parties.

The DCC informed the Panel that all Electricity Registration Data Providers (RDPs) have commenced SIT but they were working with the Gas RDP to complete technical readiness testing. It was also highlighted that pre entry quality gate assessments have been completed with all Large Suppliers and further entry quality gates will be held during the week commencing 11th July 2016.

The Panel **NOTED** the contents of the update.

14. DCC Reporting

The Panel were presented with a paper that includes reports issued to the Panel from the DCC as required by the SEC. The Certificate Signing Request (CSR) Variance Report for May 2016 was provided in Appendix A of the paper. The report sets out the actual number of CSRs against the forecasted volumes and, where there are exceptions, the details of the Authorised Subscriber whose actual volumes of CSRs is greater than or equal to 100% of their forecasted volumes. It was noted that in the future the Panel will receive this report as soon as it is issued by the DCC.

The Panel:

- **NOTED** the contents of the paper; and
- **AGREED** the CSR Variance Report should be published on the SEC Website.

15. Operations Report – June 2016

SECAS provided the Panel with the operations report for June 2016. The report provides an outline of SECAS activities undertaken in support of the SEC and includes a breakdown of days by driver, product, and grade. SECAS informed the Panel that a Governance Analyst will be leaving on 15th July 2016 and recruitment will begin in order to fill the position. SECAS highlighted that a lot of activity has taken place in order to facilitate the SEC Party Engagement Day which was held on 7th July 2016. It was also highlighted that the number of SECAS helpdesk enquiries are increasing and SECAS are in the process of investigating ways to improve the service.

The Panel **NOTED** the contents of the paper.

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16. Configuration Management Update

SECAS provided the Panel with a paper providing a configuration management update on new SEC content (SEC4.12) designated by the Secretary of State on 15th June 2016. It was noted that SEC4.13 was also designated on 6th July 2016 and further changes are expected to be directed by the Secretary of State on or around the 13th July 2016.

The Panel **NOTED** the contents of the paper.

17. SEC Panel Role in DCC Live

The Panel were presented with an overview of the duties to be performed by the Panel through the testing phases leading up to DCC Live. A timeline based on the milestones set out in the final decision from the DECC SRO to the DCC's 7th June 2016 Smart Metering Implementation Programme (SMIP) Contingency Request was included in Appendix A of the paper.

The Panel **NOTED** the contents of the paper.

18. SMKI PMA Update

SECAS provided the Panel with a paper on the Smart Metering Key Infrastructure Policy Management Authority (SMKI PMA) meeting held on 14th June 2016. The SMKI PMA discussed their Work Package for July to September 2016. It was noted that the SMKI PMA members agreed the Work Package after an amended report, including additional visibility on consumption against forecast, was circulated to the group. A further meeting will be held on 12th July 2016 for which an update will be provided to the August 2016 Panel meeting.

The Panel **NOTED** the contents of the paper.

19. Technical Sub-Committee Update

SECAS provided the Panel with a paper on the Technical Sub-Committee (TSC) meeting held on 16th June 2016. The TSC discussed their Work Package for July to September 2016, and it was noted that this was approved by TSC members as a Draft. The Panel were informed that the TSC were presented with a Modification Development Update paper and the group discussed the potential technical and business architecture impacts. A further meeting will be held on 21st July 2016 for which an update will be provided to the August 2016 Panel meeting.

The Panel **NOTED** the contents of the paper.

20. Security Sub-Committee Update

SECAS presented the Panel with a paper on the SSC meeting held on 8th June 2016. The SSC discussed their Work Package for July to September 2016, and it was noted that this was approved by SSC members as a Draft.

The Panel were informed that four Full User Assessments are underway and two of which are at the Report Stage. The two Full User Assessment Reports were due to be considered by the SSC at its next meeting on 13th July 2016, however due to a legal review in relation to a competition law query raised by a Supplier, these cannot be discussed until the issue has been resolved. SECAS clarified that all documentation is graded as confidential and all SSC Members have signed the appropriate declarations. It was noted that resolving this issue is a top priority for SECAS and the SSC, and additional meetings will be scheduled two weeks after the usual SSC meeting dates to meet the demand of the security assessments.

The Panel **NOTED** the contents of the paper.

21. Smarter Markets Project Update

The Panel were provided with the monthly update on the activities undertaken in support of the Smarter Markets project. The Panel were informed that SECAS continue to participate in the three design teams set up to support the Blueprint Phase: Business Process Design, Delivery Strategy and Regulatory Design. SECAS presented the Panel with an update from each of these meetings.

The Panel **NOTED** the contents of the paper.

22. Transition Governance Update

SECAS presented the Panel with an update from all of the transition governance entities and other smart metering related meetings and workshops attended by SECAS and the SEC Panel Chair in the last month. The Panel Chair highlighted that an update on the SMDG meeting held on 7th July 2016 was sent to the SEC Panel following the meeting, which will be included in the August Transition Governance Update paper. It was noted that Transitional SMKI Policy Management Authority Group (TPMAG) has now been disbanded and the final meeting was held on 14th June 2016.

The Panel **NOTED** the contents of the paper.

23. SEC Panel Activity Planner

The Panel were presented with the SEC Panel Activity Planner as the standing agenda item providing a high level overview of the forthcoming SEC Panel activities and a forward look at Panel agenda items for the next three months, based on the latest information available.

The Panel **NOTED** the contents of the paper.

24. SEC Party Update

The Panel **NOTED** that the following organisations would be admitted as Parties to the SEC following countersignature of their Accession Agreement by the SECCo Board:

- Toshiba Information Systems (UK) Ltd (Other SEC Party)
- Future Energy Supply Ltd (Small Supplier)
- Access Telecom (UK) Ltd (Small Supplier)
- Riversafe Ltd (Other SEC Party)

25. Any Other Business

SECAS highlighted that elections are required for the Gas Network Parties and Electricity Network Parties Panel Member seats. The length of office for these seats are 12 months and 24 months, respectively. It was noted that these will be sent to industry prior to the next Panel meeting.

The Panel were also informed that the Agenda for the forthcoming Panel Educational day that is scheduled on 15th July 2016 will be sent to the Panel once the timings have been finalised.

There was no further business and the Chair closed the meeting.