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SEC Panel Meeting 45x

Meeting SECP_45x_3006, 30th June 2017

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

Final Minutes

Attendees:

Category	SEC Panel Members
SEC Panel Chair	Peter Davies
Large Suppliers	Simon Trivella (via teleconference)
	Alex Travell (via teleconference)
Small Suppliers	Mike Gibson (via teleconference)
Gas Networks	Hilary Chapman (via teleconference)
Other SEC Parties	Hugh Mullens (via teleconference)
	Mike Woodhall (via teleconference
DCC	Carmen Strickland (via teleconference)

Representing	Other Participants
BEIS (Secretary of State)	Duncan Stone (via teleconference)
DCC	Simon Harrison
Meeting Secretary	Hollie McGovern
SECAS	Jill Ashby
	Alys Garrett

Apologies

Category	SEC Panel Member
Small Suppliers	Eric Graham
Electricity Networks	David Lane

1. Introductions

The Panel Chair began by greeting all attendees and informed them of the running order of the agenda.

It was noted that the Panel had received a letter dated 20th December 2016 from the BEIS Senior Responsible Officer (SRO), which set out the Panel's role in approving the completion of Release 1.3 Additional SIT and the validation of the outcome of End-to-End (E2E) Entry Gate.

2. R1.3 Additional Systems Integration Testing (SIT) Completion: TAG Recommendation

The Panel were provided with an update on the Testing Advisory Group's (TAG's) discussions, as well as their recommendations following the TAG meetings held on 15th June 2017 and 16th June 2017, to support their decision making in regard to the completion of Additional SIT for Release 1.3 (R1.3).

The TAG Chair (Jill Ashby) thanked the DCC for their openness and transparency during the meetings.

SECAS informed the Panel that the TAG had determined that the SIT Exit Criteria for Additional SIT had been met for the North, Central and South Regions. It was noted that this decision is subject to the completion of the emulator assurance through the DCC submitting the independent assessor's final reports, as part of the DCC Live Services Criteria Report to BEIS.

The Panel unanimously supported the proposals raised by the TAG to improve confidence in a Live R1.3 environment. Each of these approved areas are included in the table below with details of how they will be taken forward.

Recommendation	Achieved by
No SIT to be undertaken in the Pre-Integration Test (PIT) Environment.	To be feedback to the DCC via SEC Variation Testing Approach Document (SVTAD) consultation response and the DCC to include in their approach going forward.
BEIS should consider the tolerances from moving from SIT to Live in terms of service stability when considering the DCC Live Services Criteria Report.	Panel to raise in notification to BEIS on SIT completion.
Decision is subject to the assessor's final report on the emulator assurance.	To be confirmed by the DCC to BEIS in the Live Services Criteria Report.
Panel to recommend to BEIS that the DCC include a statement in its Live Services Criteria Report on why E2E issues do not have an impact on R1.3 Live.	Panel to raise in notification to BEIS on SIT completion.
Panel to request from DCC that the DCC provide further information on how they will manage where issues found in E2E are the result of defects lying with the DCC, these scenarios will need to be factored into future SIT scope to ensure gaps are not repeated.	DCC action to take forward.

Panel to highlight to BEIS that they should be mindful of any service degradation issues (e.g. environments, service management and the Self-Service Interface (SSI)) when considering the Live Services Criteria Report.	Panel to raise in notification to BEIS on SIT completion.
Panel requested the DCC to continue keeping Panel updated on the progress of defect fixes and associated release plans.	DCC action to take forward.
Panel to propose that Users have the opportunity to share their views on DCC's operational confidence statement – for BEIS to determine as part of the Live Services Criteria report.	Panel to raise in notification to BEIS on SIT completion.

SECAS noted that they would provide a notification to BEIS, the Authority and Parties on the determinations made by the Panel.

SECAS noted that, in line with the governance arrangements for Release 1.2, the Panel should direct the DCC to make available to Parties the relevant completion reports with any necessary redactions. The DCC agreed to support this.

The Panel:

- **NOTED** the contents of the paper and its Appendices;
- **RECEIVED** the TAG recommendations from the TAG Members;
- **APPROVED** the completion of R1.3 SIT;
- **AGREED** to take forward the recommendations as set out by TAG;
- **AGREED** to direct the DCC to make available to Parties the completion reports for Release 1.3 SIT.

ACTION SECP45x/01: The DCC to provide further information on how they will manage issues found in E2E that are the result of defects lying with the DCC.

ACTION SECP45x/02: The DCC to keep the Panel updated on the progress of defect fixes and associated release plans.

ACTION SECP45x/03: SECAS to provide a notification to BEIS, the Authority and SEC Parties on the outcome of the Panel's determinations on R1.3 SIT Completion.

ACTION SECP45x/04: DCC to make available to Parties, the completion reports for Release 1.3 SIT.

3. R1.3 End-to-End (E2E) Testing Entry Criteria Outcome: TAG Validation

The Panel were provided with an update on the TAG's discussions, and their recommendations following the meetings held on 22nd June 2017 and 23rd June 2017, to support their decision-making regarding the validation of the outcome of the DCC Gate that determined the E2E Entry Criteria had been met on 13th June 2017.

The Panel validated the outcome of the DCC Gate by determining the End-to-End Entry Criteria had largely been met on 13th June. The Panel supported the reservations noted by the TAG on the stability of R1.3 as a Live service, as detailed in the table below.

Recommendation	Achieved by
Panel to raise to BEIS that TAG have concerns over the suitability and stability of R1.3 as a Live User Environment	Panel to raise in notification to BEIS on E2E Entry
Panel to propose to BEIS that an additional gate is created that requires the DC to actively gather feedback from E2E TP's for inclusion within the Live Services Criteria Report	Panel to raise in notification to BEIS on E2E Entry

It was noted that R1.3 Live represents a significant milestone in the Programme and signals the start of the transition period from SMETS1 to SMETS2 installations. A Panel Member put emphasis on the paramount importance of applying focus to supporting Users in their testing and resolving issues that will enable a smooth transition into mass rollout.

SECAS informed the Panel of two minor corrections to the paper, which are as follows:

- Section 2.1:
  "In so doing, the date that E2E commenced would be baselined thereby defining the starting date for the four-week period prior to uplifting the production environment."
  Should read: "The date that E2E commenced would be baseline thereby defining the starting date for the four-week period prior to commencing the governance activities prior to uplifting the production environment"
- Section 2.2:

  "The DCC's Test Assurance Board was held on the 12th June 2017…"

  Should read: "The DCC's internal assurance board was held on the 12th June 2017…"

SECAS noted that they would provide a notification to BEIS, the Authority and Parties on the determinations made by the Panel.

The Panel:

- **NOTED** the contents of the paper and its Appendix (Appendix 1);
- **NOTED** that DCC has provided TAG with a consolidated evidence pack based on TAG's recommendations;
- **RECEIVED** the TAG recommendations that the outcome of the DCC Gate confirming all elements were in place for Users to commence E2E activity;

- **VALIDATED** the outcome of the DCC Gate, as the date by which the E2E Entry Criteria were met being 13th June 2017; and
- **AGREED** to take forward the recommendations as set out by TAG.

ACTION SECP45x/04: SECAS to provide a notification to BEIS, the Authority and SEC Parties on the outcome of the Panel's determinations on validation of the outcome of the E2E Entry Gate.

4. Any Other Business (AOB)

SECAS noted that a request had been received to support decision making outside of the normal Panel schedule in relation to additional maintenance that would be required outside of the current agreed timescales for the R1.3 uplift. The Panel agreed that they would support this, noting that further discussion needed to be held on the maintenance arrangements and how the Panel can consider user impact.

The Panel gave thanks to the TAG for their support throughout the testing process, noting the considerable effort that had been put in to review the relevant documentation and provide the Panel with the necessary recommendations.

SECAS noted that the DCC had indicated that the SVTAD would be published for consultation shortly. The Panel agreed that the TAG should convene to determine a response to the consultation and feedback to the Panel.

There was no other business and the Panel Chair closed the meeting.