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## SEC Panel Meeting 58

### SECP\_58\_1307, 13<sup>th</sup> July 2018

10:00 – 13:00, Genserv, 8 Fenchurch Place, London, EC3M 4AJ

## Final Minutes

### Attendees:

Category	SEC Panel Members
SEC Panel Chair	Peter Davies
Large Suppliers	Simon Trivella
	Ashley Pocock
Small Suppliers	Karen Lee
	Mike Gibson
Electricity Networks	David Lane
Gas Networks	Leigh Page
Other SEC Parties	Gary Cottrell
	Hugh Mullens
DCC	Tom Rothery

Representing	Other Participants
Citizens Advice	Lauren Snoxell (Observer)
Ofgem	Raymond Elliot
	Michael Walls (Teleconference)
BEIS (Secretary of State)	Duncan Stone
	Robert Thornes
Genserv	Alex Goody (Observer)
DCC	Dominic Butt (Part)
	Adam Phillips (Part)
	Fiona Tranter (Part)

	Ro Crawford (Teleconference) (Part)
	Ross Catley (Teleconference) (Part)
Deloitte	Alistair Grange (Part)
Operations Group Chair	Dave Warner (Part)
Meeting Secretary	Hollie McGovern
SECAS	Sarah Gratte
	David Barber (Part)
	David Kemp (Part)
	Harry Jones (Part)

### Apologies:

Category	SEC Panel Members
Citizens Advice	Rajni Nair

## 1. Minutes and Actions Outstanding

The minutes from the June 2018 SEC Panel meeting were approved ex-committee and circulated. The Panel noted that the majority of actions had been closed, with the outstanding actions on target for completion.

Action Reference	Action
<b>SECP54/03</b>	SECAS and BEIS to liaise to identify and confirm which materials will be handed over to enduring governance following a Release going live.
It was noted that this action could be closed following the update BEIS presented at the June 2018 meeting. Action: <b>CLOSED</b>	

The Panel **NOTED** the update.

## 2. Privacy Controls Framework

The User Independent Privacy Auditor (IPA) attended the meeting to provide the Panel with an update on the Privacy Controls Framework (PCF), following a Privacy Provisions forum that was held on 19<sup>th</sup> June 2018.

The Panel were informed that SECAS and the User IPA had taken an action to update the PCF to provide additional clarity on how compliance with SEC Section I1.2 to I1.5 could be achieved, in particular on the process for authenticating Users consent. It was noted that the PCF had been issued for consultation and once responses were received further changes will be made as required, and updates will be provided to the Panel for consideration in August 2018.

The User IPA noted that Privacy Assessments can continue prior to the changes to the PCF being made, however the changes will provide greater clarity to prospective Other Users on the types of solution which are likely to prove acceptable.

A Panel Member queried who the User IPA proposed to define who the Energy Consumer is, noting that the Energy Consumer may not necessarily always relate to an individual person, and the User IPA noted that this had also been discussed at the Privacy Forum, and discussions were ongoing.

Another Panel Member queried how the identity of a User will be recorded. The User IPA noted that discussions around identity recording are ongoing.

The Panel **NOTED** the update.

### **3. DCC Release 2.0 Incentive Scheme Update – Milestone 1A and 1B**

The Testing Advisory Group (TAG) Chair provided an update on the progress of the activities associated with the Baseline Margin Project Performance Scheme for Release 2.0 (R2.0), the DCC 'Release 2.0 Incentive Scheme', which included an overview of considerations from the Operations Group and the TAG to inform the Panel's determination on milestones 1A and 1B. It was noted that the paper covered the appointment recommendation for the independent auditor that would provide support and input on the Incentive Scheme milestones 2, 3 and 4.

The TAG Chair noted that the Operations Group and the TAG had met in June 2018 to discuss views and considerations (and in the case of the TAG, a recommendation) on the milestone completion date to inform the Panel determination on when milestones 1A and 1B were met. The Panel were presented with the observations and/or concerns of both Sub-Committees. It was noted that the consensus of the TAG, was that the milestones had not been achieved until the 19<sup>th</sup> June 2018. It was noted that the DCC were given the opportunity to respond to the observations and concerns, as part of preparation of the paper, which was then shared with the TAG and Operations Group members, who were asked to indicate whether the views on the 19<sup>th</sup> June 2018 date had changed. It was noted that the view on the date had not changed, with one TAG Member indicating that due to certain problems not being resolved until after this date, that the milestone was not met until after the 19<sup>th</sup> June 2018. However, as the consensus view was still the 19<sup>th</sup> June 2018, that was the date that was being recommended.

DCC informed the Panel that it was the view of DCC that the milestones had been met on 21<sup>st</sup> May 2018.

The TAG Chair observed that while it was the view of DCC that the UIT entry criteria may have been met on 21<sup>st</sup> May 2018, the Incentive Scheme criteria and associated completion date recommended by TAG is based on the later date of UIT entry being completed, Communications Hub firmware being available and the testing environment being fully stable and available for use, hence the 19<sup>th</sup> June 2018 date being recommended by the TAG.

DCC noted that the TAG observation related to the use of feature switching in the testing environments, and that this had been approached in a manner agreed by industry, and that the views being given could set a precedent to how feature switching is used in the future, with potential negative impacts on testing, release timescales and cost. SECAS noted that the focus of the discussion was on Release 2.0 milestones and that the issue in question around the deployment of SMETS1 code (as part of the SMETS1 Services Release) had been resolved through an agreed shift in code activation to the end of Release 2.0 regression testing. The use of feature switching in the future would and can be considered as part of each future release as appropriate.

The Panel Chair noted it is understandable that DCC have the view that the milestone was met on 21<sup>st</sup> May 2018, however the milestones relate to the User perspective, and the Chair noted that it was clear from the feedback received that the Users perceived that the ability to test in the UIT-B environment was not achieved until 19<sup>th</sup> June 2018. The Panel therefore determined that milestones 1A and 1B were met on 19<sup>th</sup> June 2018.

DCC informed the Panel that it had completed its procurement process to appoint the independent auditor to support the consideration and assessment of the remaining Incentive Scheme milestones and presented the Panel with a confidential Award Recommendation report for agreement and consideration. A Panel Member queried if the independent audit costs were marginal or material. DCC noted that the initial costs proposed by the recommended auditor were challenged, when compared with the other bidders, resulting in a reduced price. DCC also noted that in other areas the recommended auditor scored the highest when being assessed across the various requirements and scope of the work associated with the Incentive Scheme work.

DCC were asked to ensure that the recommended auditor understood that the audience of the reports was the Panel, and the work was not being undertaken on behalf of Users and not solely for the DCC. DCC noted that the recommended auditor was the only bidder to understand the nuance around the recipient of the reporting, which added to the rationale as to why they were being recommended for appointment.

Following these clarifications the Panel agreed with the DCC recommendation to appoint the proposed bidder.

The Panel:

- **DETERMINED** that milestones 1A and 1B were met on 19<sup>th</sup> June 2018; and
- **APPROVED** the independent auditor contract award to the proposed bidder.

#### 4. Release 2.0 Go-Live update

DCC presented the Panel with the expanded criteria and proposed list of supporting evidence that would support the assessment of whether the Live Service Criteria for Release 2.0 Go-Live have been met.

A Panel Member questioned what the governance process was around the criteria presented and whether a decision from the Panel was being requested.

DCC noted that the expanded criteria and list of supporting evidence was provided to the Panel for comment and feedback. It was noted that this was then used in support of the activities for Release 2.0 Go-Live that are planned to take place in September 2018, which includes the Panel (following input from the TAG and Operations Group) providing a recommendation to the Secretary of State on whether R2.0 should go live.

SECAS noted that in advance of the go-live governance activities occurring, and to enable an informed recommendation to be made at the relevant time, the TAG is getting information on testing progress on a rolling basis. This enables a progressive build-up of assurance from DCC, while enabling questions to be raised on reporting content close to the occurrence.

The Panel noted that while the provided criteria currently appeared to be comprehensive at least at a high level, it would be useful to seek the view of the TAG and Operations Group to ensure that the content is sufficient.

It was agreed that feedback would be obtained from the Operations Group and TAG on the draft criteria, before bringing it back to the August 2018 Panel for final comment and agreement,

The Panel **NOTED** the draft Live Services Criteria for R2.0 Go Live.

## 5. Release Management: Enduring Responsibilities of the SEC Panel

The Operations Group (OPSG) Chair presented the Panel with a set of principle enduring responsibilities that would be expected of the SEC Panel in overseeing, on behalf of SEC Parties, the implementation of SEC Releases. The OPSG Chair also noted that it is anticipated that changes to the SEC will be necessary to confirm the Panel's authority for the identified responsibilities.

It was noted that as part of the transition to enduring arrangements, BEIS will step away from some of the activities it has carried out during the Smart Metering Implementation Programme, and it was proposed that the Panel will take on a subset of these activities on behalf of SEC Parties, for the June 2019 SEC Release and succeeding Releases.

The Panel considered the proposed responsibilities and agreed with the principle that it should oversee the end to end lifecycle of a SEC Release, from formulation to post deployment, whilst also considering the requirements, time, cost, quality, go-live decision making and post go-live review of a SEC Release. A Panel Member noted that some of the identified responsibilities may be enabled by existing SEC provisions. Some Members were in favour of changes that include provisions at a principle level in the SEC, without attempting to detail every possible activity. BEIS considered that given there are already provisions in the SEC on the management of SEC Party Mods and Releases, it may be necessary to make some specific changes to such provisions as part of expanding the Panel's role.

The Panel noted that it is likely that changes to the SEC will be required to confirm the Panel's authority for the identified responsibilities, and there was discussion around the method for changing the SEC. One proposal was to progress the changes using Secretary of State powers; BEIS noted that this would require completion of associated parliamentary and other process, which was not necessarily straightforward and could be time consuming. Following discussion, the Panel agreed that the preferred route for making the necessary changes to the SEC would be for the Panel to raise a SEC Modification. The Panel discussed the importance of ensuring SEC Parties are supportive of the proposal and agreed that there should be communication with Parties before any Modification is raised. The Panel requested SECAS begin developing the changes to the SEC that would be delivered under this Modification, and that these should be brought back to the Panel for consideration in August 2018.

The DCC Member noted that the Panel taking on the proposed responsibilities would be beneficial and queried whether there was scope for the powers to potentially be included in the Release Management Document. The DCC Member also noted that the engagement DCC has had with BEIS to date had been valuable, and the lessons of what did and did not work well should be considered when developing the enduring process.

The Panel:

- **AGREED** that responsibilities identified in the paper should be included in the Panel's duties, subject to detailed consideration in the process of changing the SEC (either by Modification or by Direction);

- **AGREED** the preferred route for making the necessary changes to the SEC was via the SEC Panel raising a Modification Proposal; and
- **AGREED** that, in the event that the SEC Panel were to raise a Modification, it would support the initiation of a Modification in accordance with SEC Section D1.3e(i).

**SECP58/01:** SECAS to develop the changes required to the SEC to implement the enduring Release Management arrangements and to bring these back to the Panel for consideration in August 2018.

## 6. SEC Panel Risk and Issue Register Update

SECAS provided the Panel with an update on the SEC Panel Risk Register and Issues Log, which included an update to an existing risk.

The Panel discussed Risk 15, which covers the DCC not having a sufficiently detailed or stable SMETS1 Enrolment and Adoption (E&A) design. The Chair queried why the Security Sub-Committee's (SSC) concerns had not yet been addressed, and it was noted that DCC are currently engaging with the SSC to resolve the risk.

A Panel Member noted that the description of the matter gives more reference to it being an issue rather than a risk, and SECAS agreed that it would amend the wording to clearly indicate that the matter is a risk and that resolution is in progress. DCC noted that it would further engage with the SSC to mitigate the risk swiftly.

**SECP58/02:** SECAS to amend the wording of Risk 15 to clearly indicate that it is a risk and that resolution is in progress.

## 7. Event of Default update

The Panel discussed the Event of Default that occurred in May 2018 and recommended further action in response. Further information can be found in the Confidential Minutes.

The Panel **NOTED** the developments in relation the recent Event of Default.

## 8. Change Status Report – July 2018

The Panel were provided with an update on the status and progress of Modification Proposals going through the Modification Process.

SECAS informed the Panel that the Working Group for [SECMP0007 'Firmware updates to IHDs and PPMIDs'](#) had reviewed the Preliminary Assessment (PA) response from DCC and made further changes and clarifications to the solution. SECAS noted that this modification has now been issued for a second PA, after which the Proposer and the Working Group will be able to confirm the solution and proceed to the Working Group Consultation and Impact Assessment (IA). SECAS requested an eight-month extension to allow for these activities.

SECAS noted that it has been working with DCC to develop the solution for [SECMP0043 'Modification to Services Force Majeure Provisions'](#) following feedback from the Working Group, and that a subsequent Working Group will be held on 9<sup>th</sup> August 2018, after which the Working Group Consultation will be issued. SECAS requested a one-month extension to allow for the additional Working Group. SECAS noted that the timeline means the Draft Modification Report may need to be presented as a late paper to meet at the September 2018 Panel meeting; the Panel were content for this to happen if required.

SECSA noted that it took longer than expected to form a quorate Working Group for [SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC'](#), which was held at the beginning of July 2018. SECAS noted that it is gathering additional information from DCC and preparing the Working Group Consultation, which will be issued in late July, and that an additional Working Group may be required in August to consider the responses. SECAS requested a one-month extension to allow for these activities.

The Panel:

- **AGREED** an eight-month extension for SECMP0007, with the DMR to be presented to the Panel in April 2019;
- **AGREED** a one-month extension for SECMP0043, with the DMR to be presented to the Panel in September 2018; and
- **AGREED** a one-month extension for SECMP0055, with the DMR to be presented to the Panel in September 2018.

The Panel were also provided with an update from DCC on the current progression of SEC Modification Proposals as they undergo Preliminary Assessments and Impact Assessments.

## 9. Dual Band Communication Hub Configuration Tables standing list of experts

SECAS provided the Panel with background information regarding the introduction of Dual Band Communications Hub (DBCH) Configuration Tables, and informed the Panel that it intends to establish a standing list of experts to call upon at short notice for any Modification Proposal that might affect these.

The Panel **NOTED** the update.

## 10. Modification Proposal – Draft Modification Report for SECMP0018

SECAS presented the Panel with the Draft Modification Report for [SECMP0018 'Standard Electricity Distributor Configuration Settings'](#).

The Panel:

- **AGREED** that SECMP0018 is a Path 3 Modification Proposal;
- **AGREED** that the draft legal text delivers the intention of the modification;
- **AGREED** with the recommended implementation date of 27<sup>th</sup> June 2019; and
- **AGREED** that this modification be submitted to Modification Report Consultation.

## 11. Modification Proposal – Draft Modification Report for SECMP0025

SECAS presented the Panel with the Draft Modification Report for [SECMP0025 'Electricity Network Party Access to Load Switching Information'](#).

The Panel:



- **AGREED** that SECMP0025 is a Path 2 Modification Proposal;
- **AGREED** that the draft legal text delivers the intention of the modification;
- **AGREED** with the recommended implementation approach; and
- **AGREED** that this modification be submitted to Modification Report Consultation.

## 12. Modification Proposal – Draft Modification Report for SECMP0029

SECAS presented the Panel with the Draft Modification Report for [SECMP0029 'Business Continuity and Disaster Recovery Testing Amendments'](#).

The Panel:

- **AGREED** that SECMP0029 is a Path 3 Modification Proposal;
- **AGREED** that the revised legal text delivers the intention of the modification;
- **AGREED** with the revised recommended implementation approach; and
- **AGREED** that this modification be submitted to a second Modification Report Consultation.

## 13. Modification Proposal – Draft Modification Report for SECMP0049

SECAS presented the Panel with the Draft Modification Report for [SECMP0049 'Section D Review: Amendments to the Modification Process'](#).

The Panel sought clarification on the process that would be followed with two solutions put forward under the modification. SECAS confirmed that both solutions (the Proposer's Proposed Solution and the Working Group's Alternative Solution) will now proceed through the rest of the standard process and ultimately be presented to the Authority for determination. The Change Board would only be able to formally recommend one option for approval (unless the Change Board's view was that both solutions should be rejected), but SECAS would highlight the Change Board's view on both options and whether it supported both options or not to the Authority.

The Panel noted that the Alternative Solution proposed that if the Change Board voted to return a Modification Report for further clarity, this would be returned directly to the Working Group, and would not be returned to the Panel first (as currently happens). The Proposer had disagreed with this approach, and so had not included it in the Proposed Solution. The Proposer believed there was merit in the Panel retaining oversight of a Modification's progression through the process. The Proposer had noted the Working Group's view that this amendment would improve efficiency in the process, but felt that if a send-back needed to be resolved urgently then the Panel could convene an ad-hoc meeting. It was also noted that the decision to send back a Modification Report may not be the right choice, or that the Working Group may not be the right group to action the Change Board's queries; in these cases, the Panel would be able to provide the necessary decision on the best way forward. The Panel considered these views, and supported the Proposer's rationale as to why the Proposed Solution would be better than the Alternative Solution.

The Panel:

- **AGREED** that SECMP0049 is a Path 2 Modification Proposal;



- **AGREED** that the draft legal text delivers the intention of the modification;
- **AGREED** with the recommended implementation approach; and
- **AGREED** that this modification be submitted to Modification Report Consultation.

#### **14. Modification Proposal – Draft Modification Report for SECMP0050**

SECAS presented the Panel with the Draft Modification Report for [SECMP0050 'Section D Review: Moving the Working Group Terms of Reference to a separate document'](#).

The Panel:

- **AGREED** that SECMP0050 is a Path 3 Modification Proposal;
- **AGREED** that the draft legal text delivers the intention of the modification;
- **AGREED** with the recommended implementation date of 1<sup>st</sup> November 2018; and
- **AGREED** that this modification be submitted to Modification Report Consultation.

#### **15. Modification Proposal – Draft Modification Report for SECMP0051**

SECAS presented the Panel with the Draft Modification Report for [SECMP0051 'Section D Review: Amendments to the Fast Track Modification process'](#).

The Panel:

- **AGREED** that SECMP0051 is a Path 3 Modification Proposal;
- **AGREED** that the draft legal text delivers the intention of the modification;
- **AGREED** with the recommended implementation date of 1<sup>st</sup> November 2018; and
- **AGREED** that this modification be submitted to Modification Report Consultation.

#### **16. Modification Proposal – Initial Modification Report for SECMP0056**

SECAS presented the Panel with the Initial Modification Report for [SECMP0056 'IHD / PPMID Zigbee Attributes Available on the HAN'](#).

It was noted that the Proposer of the Modification had not formally requested this modification to be an Urgent Modification, but had asked the Panel to consider this question.

One Panel Member believed that the issue only arose if the In-Home Display or other such devices had already downloaded past data from the meter before the Change of Supplier or Change of Tenancy event; otherwise the meter would only subsequently pass on the data from after the event. BEIS noted that it had proposed a workaround, which had been discussed by the Technical Specification Issue Resolution Sub-group (TSIRS) and documented as part of issue management process under TS0893.

SECAS noted that it believed this modification could be progressed to an expedited timetable without the need for urgency to be requested. Panel Members preferred this approach, and the Panel

determined that urgency should not be requested. The Panel Chair also noted that it would be preferential for Proposers to formally request urgency themselves, rather than request the Panel to do so.

The Panel noted the recommendation that SECMP0056 be progressed as a Path 2 'Authority Determined' Modification Proposal. Members did not believe the rationale provided was sufficiently strong enough to require Authority input. The Panel determined that SECMP0056 should go forward as a Path 3 'Self-Governance' Modification Proposal, unless the Working Group provided rationale as to why the solution would need an Authority determination.

The Panel:

- **AGREED** that this modification should be submitted into the Refinement Process to be assessed by a Working Group;
- **AGREED** the Working Group Terms of Reference;
- **AGREED** the progression timetable; and
- **AGREED** that SECMP0056 should be progressed as a Path 3 Modification Proposal.

## 17. Releases Update

DCC provided the Panel with an update on the progress of the June 2019 Release, and SECAS proposed the scope and next steps for the November 2019 Release.

The Panel asked DCC to clarify why the costs provided in Impact Assessments (IAs) only went up to the end of Pre-Integration Testing (PIT). DCC noted that the IAs consider each modification individually, but that the subsequent testing stages are performed in aggregate for all changes in a release, where cost savings would be expected to be achieved. The Chair responded that it is difficult to form the benefits case for a modification where the costs provided in the IA do not bear relation to the final implementation costs. The Chair encouraged DCC to work towards providing more transparent and reflective cost information as part of the IA.

The Panel asked if BEIS had been aware of the costs of the Issue Resolution Proposals (IRPs) and whether it was content with them. BEIS indicated that it had had visibility of some of the proposed costs relating to the IRPs, however noted that it was difficult to split costs between different changes once it came to SIT. BEIS confirmed it would provide a formal view to the Panel following DCC's presentation of costs. One Panel Member queried if the Panel was being asked to endorse the costs of the IRPs; the Chair noted the Panel would need to review the economic case for the release.

The Panel asked DCC how much overhead there would be in running two system releases per year. DCC responded that this would depend on the changes included in each release, for example whether the changes would require DCC User Interface Specification (DUIS) backward-compatibility checks or amendments to the Great Britain Companion Specification (GBCS), and how these impact on the Communication Service Providers (CSPs) and the Data Service Provider (DSP). Some of these areas would be for the TAG to consider.

DCC provided an overview of the different approaches it could take for SIT for the June 2019 Release, and how this would affect the costs. One Panel Member queried whether the costs provided included the activities that came post-SIT, such as support for User Interface Testing (UIT) and DCC confirmed that this was the case.

The Panel noted that DCC is the programme manager for developing and delivering the system changes for releases, and that it was for DCC to recommend the approach it wants to take for testing

as part of this. One Panel Member highlighted that the different approaches put forward carried different levels of risk, and that, going forward, releases would be implemented on live operations. The Panel considered if DCC should exit SIT, having completed tests for the more common meter/firmware combinations, and it would then be up to Users to validate the testing for other combinations during UIT. This would reduce the number of tests DCC would need to complete, but may result in issues emerging in live operations due to missed defects. The Panel agreed it would be for the TAG to advise on the best approach, with input from the Operations Group as needed.

DCC noted that it would likely settle for a solution with fewer tests under SIT. DCC noted that the costs would not reduce proportionately with the reduced number of tests as overheads and environment support was also included, which would not vary with the number of tests being performed.

A Panel Member queried whether the costs for SIT would be reduced if the IRPs were removed from the release. DCC responded that they would not, however it was noted that some of the IRPs could be delivered separately via Maintenance Releases. Another Panel Member asked what else could be included in the scope of the release without increasing the costs, given that the cost appears to be being driven by the tests rather than the content being tested.

The Panel noted that testing for the June 2019 Release would overlap with the testing for the SMETS1 Enrolment and Adoption (Release 3.0), and queried whether the high costs for the June 2019 Release could be due to this. One Panel Member noted that the Final Operating Capability (FOC) under Release 3.0 is due to go live three days after the June 2019 Release is due to go live. This would mean that testing for the FOC would need to be done on a June 2019 Release baseline, which would add further complexity.

The Chair reflected the views of Panel Members that at the current level the costs being presented for the June 19 Release would make the release unviable and would not be a true reflection of the business case presented in the Modification Report.

SECAS highlighted that there were three further modifications that impacted DCC Systems that were, subject to timescales and outcomes, being targeted for the November 2019 Release.

The Panel was nevertheless disappointed that change was being held up due to the costs, noting this did not facilitate an agile approach to implementing change; with such high costs, the Panel was concerned that there was a risk that nothing would be implemented.

The Panel agreed that DCC should present its proposal for implementing the June 2019 Release at the August 2018 Panel meeting. The Panel would review this and, if it felt it was not appropriate to proceed, it could choose to reject the June 2019 Release. In this scenario, it would revise the implementation dates for the affected SEC Modification Proposals and would liaise with BEIS over the IRPs, with the potential for some of these to be delivered in Maintenance Releases.

The Panel **NOTED** the update.

**SECP58/03:** DCC to present to the Panel its proposal for implementing the June 2019 Release, including cost details, at the August 2018 Panel meeting.

**SECP58/04:** DCC to investigate which Issue Resolution Proposals could potentially be included in a Maintenance Release.

## 18. BEIS Update

BEIS also provided the Panel with an update on the forthcoming consultations and key milestones.

A Panel Member noted that the consultation on the SMETS1 end date also proposed changes to the Technical Specifications Applicability Tables (para 36). The proposal appeared to be to completely remove some versions of technical specifications. BEIS clarified this was not the case – these entries would remain, but would be shown as ‘struck-out’ to aid clarity. Comments can be submitted in responses to the consultation.

The Panel **NOTED** the update.

## 19. DCC Update

The DCC presented the Panel with an update on the activities undertaken since the last Panel meeting.

DCC provided an operational update, noting that it that there had been changes to the DCC operational team, in addition to the formation of a Regulatory Stakeholder Management Team.

DCC noted that it had begun undertaking maintenance activity as previously agreed with the Panel. The Panel Chair reminded DCC of the need to provide adequate notice to the Operations Group and Parties when amending the maintenance schedule, and it was noted that DCC had not provided the Operations Group with sufficient notice when seeking to amend the schedule. DCC noted the Chair’s comments and noted that the Operations Group had been accommodating in reviewing DCC’s request to amend the schedule at such short notice.

DCC informed the Panel that it had been working with the Operations Group and SECAS to finalise DCC’s modification proposal to amend the governance of SEC Appendix AH, and expected to raise a SEC Modification in July 2018.

The Panel **NOTED** the update.

## 20. SEC Panel Sub-Committee Report

SECAS provided the Panel with an update on recent activities from all the SEC Panel Sub-Committees.

The Panel **NOTED** the update.

## 21. DCC Reporting

The Panel were provided with the Certificate Signing Requests (CSR) Forecast Variance Report, the Post Commissioning Information Report and the Service Request Variance Report from the DCC as required by the SEC.

The Panel **NOTED** the reports.

## 22. Operations Report

The Panel were presented with the Operations Report for June 2018. The report provided an outline of the activities undertaken by the SECAS team in support of the SEC, in addition to a breakdown of days by driver, product and grade.

The report informed the Panel of the Parties that have officially completed the User Entry Process as described in SEC Section H1.10 and confirmation of Parties that have completed various testing activities as required by the SEC.

The Panel noted that the following organisation would be admitted as Party to the SEC following countersignature of their Accession Agreements by the SECCo Board:

- Leep Gas Networks Limited (Other SEC Party)

The Panel **NOTED** the report.

## 23. Smarter Markets Project Update

The Panel were provided with an overview of the developments and work undertaken in June 2018 in support of the Smarter Markets project, in addition to an overview of the Ofgem “Switching Programme: Proposed modifications to regulation and governance” consultation.

The Panel were provided with a draft response to the Ofgem consultation, and requested to provide comments on the response by Friday, 20<sup>th</sup> July 2018. It was noted that SECAS will submit the consultation response by the deadline of **Friday, 27<sup>th</sup> July 2018**.

The Panel:

- **NOTED** the update; and
- **AGREED** to provide comments on the draft response to the Ofgem consultation “Switching Programme: Proposed modifications to regulation and governance”.

## 24. Transitional Governance Update

SECAS presented the Panel with an update from the transitional governance entities and other smart metering related meetings and workshops attended by the SECAS in the last month.

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

## 25. Any Other Business

A Panel Member noted that the Wide Area Network (WAN) LED issue is still ongoing and that if the Service Provider cannot implement a fix, a formal dispute may be raised with the Panel.

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

**Next meeting: 10<sup>th</sup> August 2018**