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SEC Change Board Meeting 08, 23rd November 2016

10:00 – 11:00 Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

Final Minutes

Attendees:

Category	Change Board Members
Change Board Chair	Adam Lattimore
Large Suppliers	Simon Trivella (alternate)
	Paul Saker (alternate)
	Tim Newton
	Jeremy Guard
	David Smith
	Suzanne Farag
	Samantha Cannons
	Ashton Berkhauer
Small Suppliers	Duncan Carter
	Steven Bradford
	Carolyn Burns
Networks	Leigh Page
	Martin White
	Paul Fitzgerald
Other SEC Parties	Dave Gregson
	Mike Woodhall
	Gerdjan Busker
Consumer Member	Morgan Wild

Representing	Other Participants
DCC	Adam Pearce
	Aartee Hardas Dhawan

Representing	Other Participants
Ofgem	Raymond Elliot
SECAS Modifications Support	David Barber
Meeting Secretary	Sasha Townsend

Apologies:

Category	Change Board Members
Large Suppliers	Iain Matthews
BEIS	James Goldsack

1. SECMP0020: Removal of the confidential classification of the unique identifiers listed in SEC Schedule 5

The Change Board Members were provided with the Final Modification Report (FMR) and Modification Report Consultation Responses for SECMP0020 'Removal of the confidential classification of the unique identifiers listed in SEC Schedule 5'. SECAS highlighted that SEC Schedule 5 currently specifies that the unique identifier (Market Participant Identifier (MPID)) associated with Network Operators and Suppliers, as well as the unique identifier by which Meter Operators and Meter Asset Managers are identified) must be treated as confidential. The SECMP0020 solution is to remove the confidentiality clauses within Schedule 5, to enable these unique identifiers to be published on the SEC Website within the ID Allocation Spreadsheet.

A Change Board Member queried why the unique identifiers were currently classified as confidential within Schedule 5. SECAS advised that they may have been marked as confidential, at the time of designation of the Schedule, as it may have not been apparent that the information was publicly available under other Industry Codes. Removing of the confidential classification via SECMP0020 would then enable the mapping of these unique identifiers to SEC defined User IDs and Party Signifiers. The Change Board noted that this was not highlighted in the FMR and agreed that this additional level of detail should be included in FMRs for future modifications being considered by the Change Board.

Change Board Vote on SECMP0020

The Change Board agreed that the FMR should not be returned to the SEC Panel with any recommendations for further clarification or analysis. All Party Categories unanimously voted to approve the Modification Proposal and therefore the overall Change Board vote was to approve SECMP0020. Each Change Board Member stated the following rationale for voting to approve:

- the first General SEC Objective (a)[1] would be better facilitated because the modification supports the efficient provision, installation, and operation, as well as interoperability, of Smart Metering Systems at Energy Consumers' premises within Great Britain;

[1] SEC Section C1.1

- the seventh General SEC Objective (g) would be better facilitated if SECMP0020 was implemented, because it supports the efficient and transparent administration and implementation of this Code;
- SECMP0020 allows for efficiency gains in dealing with SEC Parties through quicker mapping of all unique identifiers;
- it ensures that information that is deemed as “non-confidential” is made available to SEC Parties;
- it reduces administration burdens by enabling a more efficient process for mapping unique identifiers;
- it will enable all unique identifiers to be available to SEC Parties in one location; and
- it aligns the SEC with other Industry Codes.

The Change Board:

- **CONSIDERED** the FMR (including the Modification Report Consultation Response and legal text) for SECMP0020;
- **AGREED** that the FMR for SECMP0020 should not be returned to the SEC Panel with any recommendations for further analysis or clarifications; and
- **VOTED** to approve SECMP0020.

2. SECMP0022: Expanding SMKI PMA membership and removing Alternate restrictions

The Change Board Members were provided with the FMR and Modification Report Consultation Responses for SECMP0022 ‘Expanding SMKI PMA membership and removing Alternate restrictions’. SECAS highlighted that the Smart Metering Key Infrastructure Policy Management Authority (SMKI PMA) have occasionally struggled to reach quorum. This matter has been amplified since the SMKI PMA’s responsibilities were expanded to have an operational role. The SECMP0022 solution is to update the membership structure to add 1 additional Large Supplier representative, 1 additional Network representative and for the SMKI Specialist to become a voting member. Also, the modification proposes to allow SMKI PMA Alternates to be employees of the same organisation as the SMKI PMA Member who appointed them.

A Change Board Member queried whether the SMKI PMA had considered lowering the quorum requirement of the Sub-Committee rather than expanding its membership. SECAS advised that the SMKI PMA Chair and group believed that a reduced quorum requirement could compromise SMKI PMA’s ability to make informed decisions. They agreed that the proposed solution would provide the necessary representation in order to deliver their responsibilities, most notably SMKI Recovery Procedure responsibilities.

The Change Board discussed concerns that, whilst the modification reduces the risk of the SMKI PMA not being quorate, it does not necessarily mitigate the risks of members not being able to deliver the important responsibilities of the Sub-Committee. The SMKI PMA’s role in matters relating to SMKI Recovery was highlighted to be a significant responsibility that, if it cannot be discharged, could have substantial impacts on the smart metering infrastructure.

It was highlighted that increasing the membership does not prevent members from sending apologies if meetings were to be convened at short noticed. The Change Board also noted a concern regarding member expertise not being fit for purpose, as a result of expanded membership and the removal of the restriction on Alternate members. The Change Board noted that it was the member's responsibility to make all reasonable efforts to attend meetings and to ensure that their alternates are fully briefed in their absence.

The Change Board agreed that these concerns should be communicated to the SEC Panel and fed back to the SMKI PMA.

Change Board Vote on SECMP0022

The Change Board agreed that the FMR should not be returned to the SEC Panel with any recommendations for further clarification or analysis. The Large Supplier category voted by a majority to approve the Modification Proposals. All remaining Party Categories unanimously voted to approve the Modification Proposal and therefore the overall Change Board vote was to approve SECMP0022. Whilst agreeing that the discussed concerns should be raised to the SEC Panel, Change Board Members stated the following rationale for voting to approve:

- SECMP0022 reduces the risks of the SMKI PMA not reaching quorum and therefore not being able to deliver its responsibilities;
- it provides a structure that is consistent with other SEC Sub-Committees; and
- it enables both Electricity and Gas Networks to have representation.

The minority vote within the Large Supplier category chose to reject the Modification due to concerns around the risks associated with increasing the SMKI PMA membership.

The Change Board:

- **CONSIDERED** the FMR (including the Modification Report Consultation Response and legal text) for SECMP0022;
- **AGREED** that the FMR for SECMP0022 should not be returned to the SEC Panel with any recommendations for further analysis or clarifications; and
- **VOTED** to approve SECMP0022.

ACTION SECCB_08_01: SECAS to communicate Change Board's concerns to the SEC Panel and provide feedback to Change Board Members at the next meeting.

SECAS informed the Change Board that the SEC Modification Register and the FMR will be updated to include Change Board Members' votes, reasoning, and the overall Change Board vote outcomes for both SECMP0020 and SECMP0022. SECAS will also communicate the Change Board vote outcomes to the SEC Panel, SEC Parties, and the Authority. It was noted that there will be a referral period of ten Working Days (WD) following the meeting, during which any SEC Party can refer the Change Board's decisions to the SEC Panel[2]. If the Panel do not receive any referrals, the modifications will be implemented five WDs following the end of the ten WDs referral period. This will be the 14th December 2016.

[2] Pursuant to SEC Section D9.4(a)

3. Modification Status Report – November 2016

SECAS presented the Change Board Members with the November 2016 Modification Status Report, providing a high level update of the status of SEC Modification Proposals. In November 2016, 17 modifications were undergoing the Refinement Process, two modifications were brought to the Panel as Initial Modification Reports (IMR) and one as a draft Modification Report.

The Change Board **NOTED** the contents of this paper.

4. Any Other Business

The Change Board were informed that the next meeting will be held on 21st December 2016, to consider at least one Modification Proposal.

It was also noted that the Change Board meeting provisionally scheduled on 18th January 2017 is likely to be rescheduled to 11th January 2017. This is to allow a number of Modification Proposals, currently undergoing the Refinement Process, to potentially be implemented as part of the planned February 2018 Release, if approved. Whilst noting, that this is dependent on the SEC Panel agreeing to allow the modifications to proceed to Modification Report Consultation at their December 2016 meeting. SECAS advised that the will update the Change Board following the Panel considerations on 9th December 2016.