

This document is classified as **White** in accordance with the Panel Information Policy. Information can be shared with the public, and any members may publish the information, subject to copyright.

SEC Panel Meeting Headlines 10 May 2019

10:00 – 12:45

Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

SECP_68_1005 – Meeting Headlines

Decision, Discussion and Information Items

1. Minutes and Actions Outstanding (For Information)

The Panel noted that the minutes from the April 2019 Panel meeting had been approved ex-committee. It was noted that all actions marked as complete could be closed.

The Panel **NOTED** the update.

2. Privacy Controls Framework amendment – Self-Assessment Questionnaire update (For Decision)

The Panel considered a questionnaire that SECAS and the User Independent Privacy Auditor (IPA) have created for Users undertaking a Privacy Self-Assessment, to replace the current questionnaire that already exists in the Privacy Controls Framework.

The Panel **APPROVED** the suggested amendments to the Privacy Controls Framework subject to reflecting the volume of scheduled Service Requests in the Privacy Self-Assessment Questions.

3. Supplier of Last Resort workshop update (For Information) (**AMBER**)

SECAS provided the Panel with an overview of the outputs from the Supplier of Last Resort (SoLR) workshops that have taken place to date. The agenda item was marked as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **NOTED** the update.

4. Current Events of Default (For Decision) (**RED**)

The Panel were provided with an update on one new Event of Default and three existing Events of Default, and actions taken since the last SEC Panel meeting. The agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the recommendations for each Event on Default.

5. SEC Party Engagement Day - preparations (For Decision)

SECAS provided the Panel with an outline of the preparations for the annual SEC Panel Engagement Day in terms of the format of the day, date, and approved budget for the meeting.

The Panel **NOTED** a preference for fewer, more relevant agenda items and **AGREED** the outlined approach for the SEC Party Engagement Day.

6. DCC Stakeholder Engagement (For Information) (**GREEN**)

The DCC provided the Panel with an overview of its stakeholder engagement approach and set out its draft Business and Development Plan.

The Panel **NOTED** the update.

Change Items

7. Change Status Report – May 2019 (For Information)

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

The Panel also discussed the status of [SECMP0007 'Firmware updates to IHDs and PPMIDs'](#).

The Panel **NOTED** the report.

8. SEC Modification Timetables update (For Decision)

SECAS provided an update to the Panel on the timetables for all Modification Proposals currently in the Refinement Process.

The Panel **AGREED** the programmes of work and timelines proposed.

9. SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC' Modification Report (For Decision)

SECAS presented the Panel with the Modification Report for [SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC'](#).

The Panel:

- **AGREED** that SECMP0055 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that SECMP0055 should be progressed as a Self-Governance Modification.

10. November 2019 Release Implementation Document (For Decision)

SECAS presented the Panel with an update on the current status of the November 2019 SEC Release, due to go live on 7 November 2019. The Panel considered the modifications listed for

inclusion in the release that do not impact on the DCC Systems. The Panel also considered the associated Release Implementation Document.

The Panel **RE-BASELINED** the November 2019 SEC Release Implementation Document.

11. Proposed Scope for the June 2020 and November 2020 Releases (For Decision)

SECAS presented the Panel with a proposal on which DCC impacting Modification Proposals should be included in the June and November 2020 SEC Releases, and outlined the next steps.

The Panel **NOTED** the provisional scope of the June 2020 and November 2020 SEC Releases and **AGREED** the next steps for the June 2020 SEC Release Implementation Document.

12. DCC Management Report – Cost Benchmarking Study (For Information)

The Panel **AGREED** to postpone further discussion until the Cost Benchmarking Report has been finalised.

13. Change Board Decision Making (For Discussion)

The Panel discussed the Change Board's current decision-making process, specifically around voting abstentions.

The Panel **AGREED** to write a letter to the Change Board encouraging members to vote based on their assessment of the Modification against the SEC applicable objectives.

Standing Agenda Items

14. BEIS Update (For Information)

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

The Panel **NOTED** the update.

15. DCC Update (For Information)

The DCC presented the Panel with an update on the activities undertaken since the last Panel meeting, including:

- Operational updates;
- Release 2.0 Transition;
- Dual Band Comms Hubs; and
- SMETS1.

The Panel **NOTED** the update.

16. SEC Panel Sub-Committee Report (For Information)

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

The Panel **NOTED** the update.

17. SEC Panel Risk and Issue Register update (For Decision) (**GREEN**)

The Panel were provided with an update on the SEC Panel Risk Register and the SEC Panel Issues Register, which included amendments to mitigations for two existing risks and one existing issue.

The Panel **AGREED** the amendments to the Risk and Issues Register.

18. DCC Reporting (For Decision)

The Panel were informed that the Post Commissioning Information Report for March 2019 had not been provided by the DCC in time for the May Panel meeting and would be provided to the Panel at the June 2019 meeting, in addition to the April report. The Panel also noted the observations raised by the Operations Group against the reports currently delegated to them.

The Panel **NOTED** the report.

19. Operations Report (For Information)

The Panel were presented with the Operations Report for April 2019. The report provided an outline of the activities undertaken by the SECAS team in support of the SEC.

The Panel **NOTED** the report.

20. Smarter Markets Project Update (For Information)

The Panel were provided with an update on the activities currently being undertaken to support the project, in addition to an update on SEC Changes as a consequence of the Central Switching Service (CSS) and Retail Energy Code (REC) implementation.

The Panel **NOTED** the update.

21. Transitional Governance Update (For Information) (**GREEN**)

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

The Panel **NOTED** the update.

22. Any Other Business (AOB)

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

Next Meeting: 14 June 2019