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SECMP0058 ‘Changes to the governance of the Self-Service Interface’

Working Group Meeting 2

3 October 2018, Gemserv’s Offices

Meeting summary

Governance of SSI changes

As part of the proposed solution, the Working Group agreed that there would be an industry consultation as part of any agreed solution to the modification. It was agreed that this consultation window would occur directly after a set of Self-Service Interface (SSI) changes had been raised. SECAS agreed to provide an updated process flow diagram for this.

A ‘work package’ approach was agreed with consultation windows containing batches of proposed SSI changes being issued rather than a consultation for each individual change. Implementation of the changes within the batch and any changes to the scope would then be managed by a governance group. There was discussion as to the size and frequency of the consultations in the short-term and the long-term. It was agreed that in the short-term the consultations should occur around every four to six months due to the backlog but that eventually these consultations could occur yearly with a view to what would be the sprints for the next regulatory year. In any event, boxes would not straddle regulatory years.

The level of detail in the consultations were discussed and it was agreed they should include the following criteria;

- Whether the changes were amending, deleting or adding functionality;
- The type(s) of change;
- The reasons why changes were being proposed;
- Who the changes would benefit and/or impact;
- The scale of changes; and
- The costs range of the changes

Communication was discussed in relation to the consultation and it was agreed that the scope of the SSI changes and who they were of interest to were to be clearly communicated. It was proposed that SECAS would communicate the consultations on behalf of the Data Communications Company ‘DCC’ and that having an agreed list of suitable contacts at the start of the process would ensure relevant individuals would receive the consultations.

Changes to SEC Appendix AH

The Working Group discussed the proposed approach to facilitating the governance in SEC Appendix AH 'Self Service Interface Design Specification' and the SSI Baseline Requirements Document. Though the DCC preferred to completely remove Appendix AH from the SEC, other Working Group members preferred a 'slimmed down' version leaving the User obligations under SEC Governance as technically SEC Parties wouldn't have to comply with the SSI Baseline Requirements Document if it fell outside the SEC.

Views on the modification

The Working Group acknowledge in terms of impacts, this modification would result in stronger governance over changes to the SSI. The Working Group agreed the following benefits of the modification;

- Changes to the SSI would be permitted to be more efficient;
- There would be greater control of SSI changes through to delivery as well as an audit trail;
- Unwanted low-level detail would be taken out of the SEC; and
- A reduction of interaction outside of the SSI.

The majority of the Working Group agreed with the Proposer that this modification would support Objective (b), though some members felt that it would be Objective (g) rather than (a) that was also supported.

Additional questions were agreed to add to the Working Group Consultation on the use of a 'skinny SEC Appendix AH' and around quoracy, representation across all SEC Parties, lead times for communication of changes once agreed and a view of an exceptions handling as part of the SSI change process.

The Working Group agreed a targeted implementation date of 28 February 2019 (February 2019 SEC Release) if the decision to approve is received by the January Change Board meeting or 10 Working Days following the end of the 10 Working Day referral window.

List of actions

- SECAS will update the SSI Governance flow diagram and draft an accompanying paper to explain the detail at each step, and review this with the DCC.
- SECAS will carry out a review of Appendix AH and check for User and DCC obligations, to inform the slim version of Appendix AH.
- SECAS will review the legal text with the DCC and include obligations for quoracy, lead times and communication.

Next Steps

SECAS are preparing a Working Group Consultation to be issued on Friday 2 November 2018 which will last for 15 Working Days. We aim to issue the draft documents to the Working Group by 26 October, seeking your comments by close of play 1 November. After the Working Group Consultation, SECAS can then plan to hold a Working Group meeting on week commencing 26 November.