SEC Panel Meeting Headlines 14 June 2019
10:00 – 13:00
Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

SECP_69_1406 – Meeting Headlines

Decision, Discussion and Information Items

1.   Minutes and Actions Outstanding (For Information)

The Panel noted that the minutes from the May 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.   Other SEC Party Questionnaire Results (For Decision)

SECAS presented the Panel with an analysis of the results from the SEC Party Questionnaire that was issued to all SEC Parties in May 2019. SECAS noted that the survey results did not indicate a requirement to further sub-divide the Other User role, however a number of actions could be taken to enhance the Other User experience of the User Entry Process.

The SEC Panel **NOTED** the results of the survey.

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

SECAS provided the Panel with an overview of the outputs from the Supplier of Last Resort (SoLR) workshop that was held on 5 June 2019. The agenda item was marked as **AMBER** and therefore recorded in the Confidential Minutes.

SECAS also provided the Panel with a Live Services Criteria (LSC) status update for the first entry onto the Eligible Product Combination List (EPCL) for SMETS1. It was noted that the initial recommendation from the Panel would be for initial migration volumes only (approximately 4000 installations). The Security Sub-Committee (SSC), Testing Advisory Group (TAG) and Operations Group will be reviewing the security, testing and operations criterion and providing recommendations to the SEC Panel on 15 July, after which an additional Panel meeting will be required in order to provide a recommendation to the Secretary of State by the end of July 2019.

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.

Change Items

5. Change Status Report – June 2019 (For Information)

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

The Panel **NOTED** the report.

6. Citizens Advice concerns regarding SECMP0007 'Firmware updates to IHDs and PPMIDs' (For Information)

Citizens Advice noted their concern regarding the progress of SECMP0007 'Firmware updates to IHDs and PPMIDs'. It was noted that this modification is being progressed as a high priority and is currently out for consultation.

The Panel **NOTED** the concerns of Citizens Advice.

7. 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 **NOTED** the DCC's request for a 15 Working Day extension to complete the Preliminary Assessment for SECMP0024 'Enduring Approach to Communication Hub Firmware Management'. The Panel requested that the DCC provide rationale for any future extension requests.

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

8. DP071 'Second-Comer Charging' Problem Statement (For Decision)

SECAS presented the Panel with the Problem Statement for DP071 'Second-Comer Charging'.

The Panel:

- **AGREED** that DP071 is ready to be converted to a Modification Proposal;
- **AGREED** that MP071 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that MP071 should be progressed as a Self-Governance Modification.

9. **DP073 'Alteration of SMKI Repository information and documentation' Problem Statement** (For Decision)

SECAS presented the Panel with the Problem Statement for DP073 'Alteration of SMKI Repository information and documentation'.

The Panel:

- **AGREED** that DP073 is ready to be converted to a Modification Proposal;

- **AGREED** that MP073 should be progressed to the Report Phase;

- **APPROVED** the Modification Report;

- **APPROVED** the implementation approach; and

- **AGREED** that MP073 should be progressed as a Self-Governance Modification.

10. **DP074 'Clarity on obtaining SMKI Device Certificates' Problem Statement** (For Decision)

SECAS presented the Panel with the Problem Statement for DP074 'Clarity on Obtaining SMKI Device Certificates'.

The Panel:

- **AGREED** that DP074 is ready to be converted to a Modification Proposal;

- **AGREED** that MP074 should be progressed to the Report Phase;

- **APPROVED** the Modification Report;

- **APPROVED** the implementation approach; and

- **AGREED** that MP074 should be progressed as a Self-Governance Modification.

11. **DP075 'Third party metering service providers' Problem Statement** (For Decision)

SECAS presented the Panel with the Problem Statement for DP075 'Third party metering service providers'.

The Panel:

- **AGREED** that DP075 is ready to be converted to a Modification Proposal;

- **AGREED** that MP075 should be progressed to the Refinement Process; and

- **AGREED** the first package of work and the timetable for MP075.

12. **DP076 'Pursuing Non-Payment in Events of Default' Problem Statement** (For Decision)

SECAS presented the Panel with the Problem Statement for DP076 'Pursuing Non-Payment in Events of Default'.

The Panel:

- **AGREED** that DP076 is ready to be converted to a Modification Proposal;
- **AGREED** that MP076 should be progressed to the Refinement Process; and
- **AGREED** the package of work and the timetable for MP076.

13. SEC Releases update (For Decision)

SECAS provided the Panel with an update on the progress of SEC Releases (November 2019 and June 2020), including the comments received by SECAS on the scope of the 2020 SEC Releases and the revised proposed scope of these releases.

The Panel **AGREED** the revised scope of the 2020 SEC Releases and **AGREED** that progress reports on the November 2019 Release should be produced by the DCC.

14. SEC Modification and BEIS Mandated Change Review (For Information) (**GREEN**)

The DCC presented the Panel with the SEC Modification and BEIS Mandated Change Review final report, in addition to the DCC Management Response.

The Panel **NOTED** the report and the DCC Management Response.

15. SECMP0058 'Changes to the governance of the Self-Service Interface' Implementation Plan (For Decision)

SECAS presented the Panel with recommendations regarding the implementation of SECMP0058 'Changes to the governance of the Self-Service Interface'.

The Panel:

- **AGREED** to delegate the oversight and approvals of changes to the SSI to the Operations Group; and
- **AGREED** that SECAS will not issue the SSI consultations on behalf of DCC but will highlight the consultation via its communication channels.

16. Provisions for withdrawing modifications (For Discussion)

The Panel discussed the current provisions for withdrawing Modification Proposals and considered SECAS' recommendation to raise a Draft Proposal to debate the issue of who can withdraw a Modification Proposal prior to final decision.

The Panel **ENDORSED** the progression of a Draft Proposal to debate the issue further.

Standing Agenda Items

17. SEC Digitisation (For Information)

SECAS presented the Panel with an overview of the proof of concept to date regarding the Digitisation of the SEC and provided a demonstration.

The Panel **NOTED** the presentation.

18. BEIS Update (For Information)

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

The Panel **NOTED** the update.

19. DCC Update (For Information)

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

- Operational update;
- SMETS1; and
- Release 2.

The Panel **NOTED** the update.

20. 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.

21. DCC Reporting (For Decision)

The Panel were informed that the Post Commissioning Information Reports for March and April 2019 had not been provided due to technical issues at the DCC.

The Panel **NOTED** the observations raised by the Operations Group against the reports currently delegated to them.

22. 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 one existing risk and its mitigations.

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

23. Operations Report (For Information)

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

The Panel **NOTED** the report.

24. 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.

25. 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.

26. Any Other Business (AOB)

The Panel noted concerns raised by TABASC Members regarding industry programmes being implemented under differing design authorities and governance structures.

The Panel **AGREED** that SECAS should engage with the relevant cross-code stakeholders to identify an appropriate way forward.

The Panel considered, and provided feedback on, the proposed draft agenda for the SEC Panel Engagement Day to be held on 11 July 2019.

The Panel discussed a recent personal data breach that was reported to the DCC on 10 May 2019. The Panel requested that a DCC representative attend the July 2019 Panel meeting to provide a complete overview of the incident.

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

Next Meeting: 12 July 2019

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