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Action:	For Information

Actions Outstanding

Outlined below are the actions outstanding from previous meetings and their current status. The Action Reference identifies the meeting number followed by the action number.

Action Reference	Action	Responsibility	Target Completion Date	Update	Status
SECP66/01	SECAS to undertake a review of the Other User role, with a specific focus on the requirements and objectives of Other SEC Parties in regard to DCC services.	SECAS	4 July 2019	SECAS issued a questionnaire to all SEC Parties in April and presented the findings to the Panel at the June meeting. It was noted that the survey had indicated that there was not a requirement to further sub-divide the other User role, however SECAS noted several actions that could be taken to enhance the Other User experience of the User Entry Process. The findings of the survey were published to the SEC website and in the SEC newsletter.	CLOSED

SECP67/03	DCC to provide SEC Parties with the SIT Completion Report and the SIT Auditor Report.	DCC	4 July 2019	The DCC issued the SIT Completion Report and the SIT Auditor Report to all SEC Parties on 4 July. The reports are available on SharePoint.	CLOSED
SECP68/04	SECAS to share SoLR flow diagrams with Panel Members.	SECAS	14 June 2019	SECAS emailed the Panel with an end to end SoLR process map during the June 2019 meeting.	CLOSED
SECP68/10	DCC to provide BEIS with a map of the different forums that require BEIS engagement.	DCC	4 July 2019	DCC provided initial outcomes of its forum mapping exercise to BEIS on 4 July 2019.	CLOSED
SECP69/01	SECAS to publish the results of the SEC Party Questionnaire to all SEC Parties.	SECAS	4 July 2019	The results of the SEC Party Questionnaire were published to the SEC website on 4 July. A segment was also included in the SEC Newsletter.	CLOSED
SECP69/03	SECAS to update the SEC Panel Risk Register to include a risk that reflects the ability of Users to cope with the amount of change included in SEC Releases.	SECAS	12 July 2019	A new risk has been raised for inclusion on the SEC Panel Risk Register that the volume and complexity of change included within the scope of a SEC Release may be too significant for Users to cope with. An update will be provided under agenda item 8.	CLOSED
SECP69/04	SECAS to update the Delegations Register to reflect the delegation of oversight and approvals of changes to the SSI to the Operations Group.	SECAS	4 July 2019	The SEC Delegations Register was updated to reflect the delegation of oversight and approvals of changes to the SSI to the Operations Group.	CLOSED

SECP65/07	SECAS to seek further input on whether either option (in a SoLR event where the SoLR Supplier wishes to maintain the systems of the Defaulting Supplier) would present any material change to User systems. SECAS to consult with SSC, SMKI PMA and TABASC.	SECAS	12 July 2019	<p>The SMKI PMA has confirmed that Suppliers must replace the certificates relating to the Supplier without a Licence. Renewed investigation will seek clarification on whether this can be delayed temporarily, as Supplier feedback suggests this would be helpful. Adding a failed Supplier's User System would represent a material change under SEC G3.9. We propose to close this action and open the following new action:</p> <p><i>SECAS to investigate the temporary deferment of certificate updates to minimise day one disruption in a SoLR event.</i></p>	Propose to close
SECP68/11	DCC to consider the information shared by the DCC at the various forums and whether this should be restricted to the group or shared more widely e.g. with SEC Parties.	DCC	12 July 2019	<p>Content is often produced at the request of a committee to discuss a specific issue or to explore if there is an issue at all. Information the DCC provides for conversation purposes to forums may not be the same as that required to provide broader updates to customers and industry. There is a lot of information being provided by DCC to industry, and the DCC needs to ensure consistency to limit any confusion or misinformation.</p> <p>The DCC shares updates through multiple channels, not just the forums and provides updates to customers across industry, including the monthly webinar to customers on items discussed at the forums. The DCC</p>	Propose to close

				Information Classification and Handling Standard has been included as Appendix A to this paper.	
SECP68/12	DCC to provide the Panel with a breakdown of costs for SECMP0007 and confirmation that the costs have been reviewed and are reasonable for consideration at the June Panel meeting.	DCC	19 June 2019	The Impact Assessment costs for SECMP0007 were discussed by the Change Board at its meeting on 19 June 2019. The Change Board agreed that an IA should be requested for SECMP0007. SECAS have requested comments from Parties regarding any concerns they may have about IA costs.	Propose to close
SECP69/08	DCC to provide the Panel with a complete overview of the personal data breach (from 10 May 2019) at the July 2019 meeting.	DCC	12 July 2019	A DCC Representative will be providing an overview under agenda item 3.	Propose to close
SECP68/13	SECAS to coordinate the provision of a plan on a page with BEIS and the DCC which will demonstrate the different elements of the release, when they will be implemented and the dependencies, to be an ongoing document.	SECAS	12 July 2019	SECAS have engaged with BEIS and the DCC and developed a draft plan to be discussed under agenda item 13.	Propose to close
SECP62/06	The DCC to review Modification Proposals that have previously been rejected due to costs, as part of its cost benchmarking study.	DCC	12 July 2019	The DCC Management Response to the cost-benchmarking study commits to developing an action plan to deliver recommended improvements, reporting quarterly to a Steering Committee with representation from the SEC Panel, BEIS	Open

				and DCC. SEC Panel will be updated on progress accordingly.	
SECP69/05	SECAS to seek a SEC Party to raise a Draft Proposal to debate the issue of who can withdraw a Modification Proposal prior to final decision.	SECAS	5 July 2019	SECAS have found a volunteer Party to raise a Modification Proposal. A problem statement is currently being drafted, after which a Draft Proposal will be raised.	Open
SECP68/02	SECAS to review how the other codes are addressing Ofgem's Supplier Licensing Review, to ensure alignment.	SECAS	July 2019	SECAS requested the views of CACoP members regarding the impact of Ofgem's Supplier Licencing Review on other codes and have received no responses. This will be chased up at the next CACAOP meeting.	Open
SECP69/02	SECAS to investigate the potential scope for sub-dividing the two Other SEC Party Panel Member roles into an Other SEC Party representative and an Other User representative, to ensure that both are represented.	SECAS	12 July 2019	An update will be provided at the July Panel meeting.	Open
SECP69/07	SECAS to engage with the relevant cross-code stakeholders to identify an appropriate way forward with regards to differing implementation of industry programmes.	SECAS	12 July 2019	SECAS is taking the matter to the next CACOP meeting for discussion.	Open

SECP68/06	SECAS to include consideration of the ability to vend for a customer and the possibility of a Supplier failing, but not go into administration as part of the scope of the SoLR workshop review.	SECAS	July 2019	This action remains outstanding.	Open
SECP68/07	SECAS to accelerate work on the SoLR workshops, in particular finalising the Pre-Payment area.	SECAS	July 2019	SECAS held a SoLR workshop on 5 June and is liaising with SoLR workshop members to schedule the next SoLR workshop.	Open
SECP67/04	DCC to include the lessons learned regarding the appeal of the Incentive Scheme Milestone 1B in the lessons learned document, to be circulated to all SEC Parties. The DCC to report back to the Panel.	DCC	9 August 2019	The DCC circulated the lessons learned document to all SEC Parties on 18 June, with comments to be received by 18 July. An update will be provided at the August Panel meeting.	Open
SECP69/06	SECAS to review all DCC performance reports and provide a summary to Operations Group Members to be reviewed at an ad-hoc monthly teleconference.	SECAS	September 2019	SECAS is reviewing the meeting schedule to ensure the most effective timing of the meeting. The first ad-hoc meeting will be scheduled in September 2019.	Open