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SEC Panel Meeting Headlines 12 July 2019

10:00 – 12:30

Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

SECP_70_1207 – Meeting Headlines

Decision, Discussion and Information Items

1. Minutes and Actions Outstanding (For Information)

The Panel noted that the minutes from the June 2019 Panel meeting and the additional Panel meeting on 21 June 2019 had been approved ex-committee. It was noted that all actions marked as complete could be closed.

The Panel **NOTED** the update.

2. Privacy Assessment Reviews – Other User ‘O’ and Other User ‘H’ (For Decision) (**AMBER**)

The Panel considered a Privacy Assessment Report for Other User ‘O’ and a Privacy Self-Assessment for Other User ‘H’. The agenda item was marked as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the recommendations for Other User ‘O’ and Other User ‘H’.

3. ‘Read Inventory’ Personal Data Breach overview (For Information) (**GREEN**)

The DCC provided the Panel with an overview of a ‘Read Inventory’ Personal Data Breach that was reported to the DCC on 10 May 2019 and outlined the next steps the DCC are taking to prevent another breach from occurring in the future.

The Panel **NOTED** the update.

4. November 2019 SEC Release Testing Approach Document (For Discussion)

The Panel were informed that the DCC has consulted upon the November 2019 SEC Release Testing Approach Document (TAD) and that the Testing Advisory Group (TAG) has reviewed it on behalf of the Panel. The TAG Chair provided an overview of the TAG’s key concerns and noted that the TAG was meeting to discuss the remaining concerns on 12 July. It was noted that an update would be provided to the Panel on 19 July.

The Panel **NOTED** that it is required to review the SEC Release Testing Approach Document and **AGREED** that an update will be brought to the Panel on 19 July.

5. Request to host information on the SEC Website (For Decision)

SECAS informed the Panel that it had received two separate requests to host information, useful to the market on the SEC website.

The Panel **AGREED** that SECAS may publish the information on behalf of industry.

6. Current Events of Default (For Decision) (RED)

The Panel were provided with an update on:

- One SEC Party who entered into a further Event of Default;
- Two Parties who entered into an Event of Default since the previous SEC Panel meeting, and have subsequently resolved their Default; and
- Three existing Events of Default.

The agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

SECAS informed the Panel that Ofgem had revoked Sunflower Energy Supply Ltd's supply license and recommended that they be expelled from the SEC.

The Panel **AGREED** the recommendations for each Event on Default, and **AGREED** to expel Sunflower Energy Supply Ltd from the SEC.

7. 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 a proposed new risk and amendments to one existing risk and its mitigations.

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

8. SEC Panel Member Elections (For Information)

The Panel were informed of the scheduled elections for the SEC Panel Elected Members, following vacancies arising from the retirement of Elected Members after their 24-month term in September 2019.

The Panel **NOTED** the update.

Change Items

9. Change Status Report – July 2019 (For Information)

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

The Panel **NOTED** the report.

10. 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.

11. Updated SEC Release Management Policy (For Decision)

The Panel were presented with an updated version of the SEC Release Management Policy.

The Panel **AGREED** to issue the policy for consultation.

12. Smart landscape releases plan-on-a-page (For Discussion)

The Panel were presented with a draft smart landscape releases plan-on-a-page; it was noted the aim of the document is to encompass all critical information on changes to the SEC on one page, to allow Parties to see how multiple changes interact. The Panel were requested to provide their initial comments on the draft plan-on-a-page.

The Panel **AGREED** the layout of the document is suitable to clearly present the landscape for future changes.

13. SEC Document Management (For Discussion)

SECAS informed the Panel that it had identified a number of areas where improvements could be made to the SEC document management approach as outlined in the SEC. SECAS highlighted these areas and requested the Panel to agree the next steps.

The Panel **AGREED** that SECAS may produce a work plan that sets out a planned approach to deliver the improvements.

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:

- Operations update;
- SMETS1;
- November 2019 Release; and
- Release 2.

The Panel **NOTED** the update.

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

SECAS provided the Panel with an update on recent activities from all the SEC Panel Sub-Committees, which included the following requests from the Operations Group to the Panel:

- Ask the DCC to urgently host a workshop with its Customers to identify immediate improvements; and
- Urge the DCC to urgently develop a Communications Hub bulk returns process.

The Panel **NOTED** the update and **AGREED** to carry out the Operations Group's requests.

17. DCC Reporting (For Decision)

The Panel were informed that the Post Commissioning Information Reports for March, April and May 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.

18. Operations Report (For Information)

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

The Panel **NOTED** the report.

19. Smarter Markets Project Update (For Information)

The Panel were provided with an update on the activities currently being undertaken to support the project.

The Panel were also provided with an overview of the impacts of the [Switching Programmes and Retail Code Consolidation: Proposed changes to licences and industry codes consultation](#) which was released by Ofgem on 17 June 2019.

The Panel **NOTED** the update and **AGREED** to respond to the consultation.

20. 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.

21. Any Other Business (AOB)

SECAS (HM) presented the Panel with an agenda for the additional Panel meeting scheduled for 19 July 2019, to discuss the Live Services Criteria for SMETS1.

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

Next Meeting: 9 August 2019