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SEC Panel Meeting 74

10:00 – 13:00, 15 November 2019

Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

SECP_74_1511 - Final Minutes

Attendees:

Category	SEC Panel Members
SEC Panel Chair	Peter Davies (PD)
Large Suppliers	Ash Pocock (AP)
	Simon Trivella (ST)
Small Suppliers	Karen Lee (KL)
	Mike Gibson (MG)
Electricity Networks	Paul Fitzgerald (PF)
Gas Networks	Tracey Saunders (TS)
Other SEC Parties	Terry Jefferson (TJ)
	Carmen Strickland (CS) (<i>Alternate for Mike Woodhall</i>)
DCC	Ro Crawford (RC)
Citizens Advice	Ed Rees (ER)

Representing	Other Participants
Ofgem	Michael Walls (MWa)
	Jonathan Coe (JC)
BEIS (Secretary of State)	Duncan Stone (DS)
User Independent Privacy Auditor (IPA)	Alistair Grange (AG) (Part)

Testing Advisory Group Chair	Robin Healey (RH) (Part)
Meeting Secretary	Hollie McGovern (HM)
SECAS	Abigail Hermon (AH)
	Adam Lattimore (AL) (Part)
	David Kemp (DK) (Part)
	Fiona Chestnutt (FC) (Part)
	Nick Blake (NB) (Part)
	Phillip Twiddy (PT) (Part)
	Sarah Gratte (SG) (Part)

Apologies:

Representing	Other Participants
Other SEC Parties	Mike Woodhall (MW)

1. Minutes and Actions Outstanding

The Chair welcomed newly elected Panel Member Tracey Saunders, who has replaced Leigh Page as the Gas Networks representative.

The minutes from the October 2019 SEC Panel meeting were approved ex-committee and circulated.

The following action updates were provided:

Action Reference	Action
SECP73/03	SECAS to include transition of the HAN/WAN Working Group in the scope of work for the SEC Technical Issues Resolution Capability and TSIRS Transfer to SECAS project.
SECAS met with BEIS and the HAN/WAN Working Group Chair on 11 November. BEIS provided the necessary scoping information which will be included in the project. Action: CLOSED .	
SECP73/02	SECAS to seek SEC Parties views on how SECAS can improve Parties' understanding of modifications.

Action Reference	Action
	SECAS is planning to perform the SECMP0049 post-implementation review early in the new year. It would be prudent to ask these questions in parallel with this review, so as not to unnecessarily inundate Parties with requests for feedback on the modifications process. Action: Open .

The Panel **NOTED** the updates and **AGREED** that any actions marked as Complete and Propose to Close could be formally closed.

2. SEC Panel Draft Budget 2020 – 2023 (AMBER)

SECAS (AH) presented the Panel with an outline Draft Budget for the next three Regulatory Years (April 2020 to March 2023), following discussions held with the Panel Finance and Contracts Sub-Group (PFCG) on 1 November 2019.

The Panel provided feedback to be incorporated into a further version that will be presented as a paper available to Parties at the December 2019 meeting, prior to being issued for consultation in January 2020. The discussion was classified as **AMBER** and therefore recorded in the Confidential Minutes.

SECP74/01: SECAS to amend the Draft Budget to include feedback provided by the Panel and present at the December 2019 meeting.

3. Digitalisation Strategy

SECAS (SG) presented the Panel with the SEC Digitalisation Strategy.

A Panel Member (MG) questioned whether SECAS should issue the strategy as a mini-consultation to seek views from SEC Parties; it was agreed that SECAS would issue the strategy in the SECAS newsletter and invite feedback from SEC Parties.

The Panel **AGREED** for SECAS to issue the strategy in the SECAS newsletter and seek comments from SEC Parties.

SECP74/02: SECAS to issue the strategy in the SECAS newsletter and seek comments from SEC Parties.

4. Proposal for a new privacy consent authentication process (AMBER)

The User Independent Privacy Auditor (IPA) (AG) presented the Panel with a proposed new consent authentication process which will allow a DCC Other User to authenticate consent indirectly. The agenda item was marked as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel requested SECAS to update the Privacy Controls Framework with the proposed changes to be presented at the December Panel meeting.

5. Privacy Self-Assessment Review – Other User ‘A’ (AMBER)

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

The Panel **AGREED** the recommendations for Other User ‘A’.

6. Live Services Criteria for the November 2019 entries onto the EPCL for SMETS1 – SEC Panel Sub-Committee Review

The Testing Advisory Group (TAG) Chair (RH) presented the Panel with an update on the reviews undertaken by the Testing Advisory Group (TAG), Operations Group (OPSG) and Security Sub-Committee (SSC) of the SMETS1 Live Services Criteria (LSC) for additional entries onto the Eligible Products Combination List (EPCL), in addition to supporting evidence provided by the DCC on 29 October 2019.

The TAG Chair highlighted that the Sub-Committees had reviewed the evidence provided by the DCC on the basis that the volume being migrated is no greater than 2,000 installations per day. It was noted that the DCC wish to migrate volumes greater than 2,000 per day, however further assurance is required from the DCC regarding the circumstances under which this can take place, and the controls. A gradual ramp-up, with the OPSG providing oversight, was recommended.

The TAG Chair highlighted the specific recommendations from the TAG regarding several Testing Issues that were identified in the DCC’s test completion reports for Itron Active and Honeywell Elster Dormant, noting that in terms of governance, the TAG had recommended that the DCC should provide evidence to BEIS that each condition has been met before the affected Device Model Combinations (DMCs) are added to the EPCL.

With regard to Itron Active Issue 91333, whereby Service Request 6.7 can only run once per day, a Member (AP) believed that the Design Issues Review Forum (DIRF) was not the correct route and noted that the Technical Business Design Group (TBDG) is more specialised and therefore more

appropriate. The TAG Chair agreed to include engagement with the TBDG as a step in the in the recommendation for Itron Active Issue 91333.

In regard to Issue 61224, for both Itron Active and Honeywell Elster Dormant, whereby Change of Supplier (CoS) loss alerts are not sent in a third of CoS events, the TAG Chair noted that the DCC expected this issue to be fixed in early December. The DCC (RC) confirmed that the DMC will be added to the EPCL on 5 December 2019. It was noted that the DCC will need to provide evidence to BEIS that this issue has been fixed.

A Member (AP) queried whether the availability date for Live Services had moved and if there are any impacts in terms of planning issues. Another Member (KL) questioned, of the total number of meters being migrated, how many will be affected by non-eligible DMCs, and what number will be eligible. The DCC confirmed that all DMCs will be added to the EPCL on 5 December, and therefore all will be impacted. The DCC noted that there is no code release as part of this go-live, it is solely uplifting Devices onto the EPCL. BEIS (DS) confirmed it will not take a decision until there is proof that all uplifts have been successful, which will be on or after 5 December.

The Panel considered those LSC with an Amber status, in addition to the residual risks and mitigations provided by the DCC. The Panel noted that the mitigations for each risk seem appropriate.

The TAG Chair highlighted the frustration felt by the TAG regarding the provision of late papers and information, compounded by the high volume of information to be reviewed. It was noted that SECAS and the DCC would be reviewing the governance surrounding the programme to ensure that these frustrations are avoided in the future.

There was discussion regarding the DCC's migration plan; a Member (KL) queried when the Elster dormant migration plan would be published and it was noted that the DCC intend to publish to Parties at the earliest opportunity.

There was discussion regarding the DCC's plan to ramp up dormant meter migration in a controlled way; the DCC confirmed that there are controls in place for each event, in addition to the DCC's own commitment to delivering best practice.

The Panel considered the content of the letter from the Panel to BEIS regarding the LSC; a Member (ST) noted that where the letter refers to 'this release', this should be replaced by 'this recommendation', and requested that the letter be explicit regarding what outstanding actions need to be completed before each DMC can be added to the EPCL.

The Panel recognised the efforts of the TAG, OPSG and SSC to review the LSC and provide recommendations to the Panel.

BEIS (DS) committed to providing a paper for the December Panel meeting which outlines the governance steps BEIS will complete when deciding whether a DMC should be added to the EPCL.

The Panel:

- **NOTED** the views of the TAG, OPSG and SSC contained in this paper;
- **AGREED** the content of the letter from the Panel to BEIS regarding the Live Services Criteria for the November 2019 entries onto the Eligible Products Combination List (EPCL) for SMETS1' (Appendix B);
- **AGREED** to recommend to BEIS that the EPCL is updated once the conditions set out in section 4.4 are met; and
- **AUTHORISED** that the relevant Sub-Committees agree with the DCC and BEIS, the process for assurance surrounding increased rates of migration, and obtain endorsement of this process from the SEC Panel Chair.

SECP74/03: BEIS to present a paper for the December Panel meeting which outlines the governance steps BEIS will complete when deciding whether a DMC should be added to the EPCL.

7. Supplier of Last Resort update (**AMBER**)

SECAS (PT) provided an update on the activities that are taking place to address supply continuity risks arising during Supplier of Last Resort (SoLR) events. The agenda item was marked as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **NOTED** the update.

8. Events of Default (**RED**)

SECAS (FC) provided the Panel with an update on:

- two new Events of Default;
- one SEC Party that entered into an Event of Default since the previous SEC Panel meeting and has subsequently resolved its Default; and
- two 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 Rutherford Energy Supply Limited's supply licence and recommended that it be expelled from the SEC.

The Panel **AGREED** the recommendations for each Event of Default and **AGREED** to expel Rutherford Energy Supply Limited from the SEC.

9. Change Status Report – November 2019

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

It was noted that the DCC would be providing an update at the December Panel meeting on forward change and the Next Generation Programme.

The Panel **NOTED** the report.

10. SEC Modification Timetables

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

A Member (ST) noted that there are a significant number of changes in the industry regarding [SECMP0046 'Allow DNOs to control Electric Vehicle chargers connected to Smart Meter infrastructure'](#). They believed the technical changes being progressed under the SEC were at risk of being delayed due to the required governance changes elsewhere not being progressed, and that a holistic decision is needed. SECAS noted that the Working Group had felt the governance would sit under the Distribution Connection and Use of System Agreement (DCUSA) and was working to ensure any required DCUSA Change Proposal was progressed. SECAS also confirmed Ofgem would need to see all related modifications before making a decision. The Panel Member noted the importance of ensuring that SECAS' approach is co-ordinated with other changes occurring across industry.

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

11. SECMP0007 'Firmware updates to IHDs and PPMIDs' progress update

SECAS provided the Panel with an overview of the timeline of events that occurred since SECAS requested the Impact Assessment for [SECMP0007 'Firmware updates to IHDs and PPMIDs'](#), and the next steps for the modification.

The DCC (RC) confirmed that the draft Impact Assessment responses had been recently received from service providers, and that the DCC is working to reduce the delivery costs of the modification. It was noted that the DCC does not expect this modification to be delivered until at least June 2021,

due to the complexity of the solution. It was noted that the Impact Assessment and draft Modification Report would be presented to the Panel at the December 2019 meeting.

The Panel Chair (PD) noted that the delivery of this modification is fundamental to the credibility of the Smart Metering arrangements and requested that the DCC treat delivery of this modification as a top priority.

The Panel **NOTED** the update.

SECP74/04: SECAS to provide the DCC Impact Assessment response and draft Modification Report for SECMP0007 at the December Panel meeting.

12. DP082 '2.4GHz Channel Management' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP082 '2.4GHz Channel Management'](#).

The Panel:

- **AGREED** that DP082 is ready to be converted to a Modification Proposal;
- **AGREED** that MP082 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and timetable for MP082.

13. DP084 'Other User Panel Seating Amendment' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP084 'Other User Panel Seating Amendment'](#).

The Panel:

- **AGREED** that DP084 is ready to be converted to a Modification Proposal;
- **AGREED** that MP084 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and timetable for MP084.

14. DP085 'Synchronisation of Smart Meter Voltage Measurements Periods' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP085 'Synchronisation of smart meter voltage measurement periods'](#).

The Panel:

- **AGREED** that DP085 is ready to be converted to a Modification Proposal;
- **AGREED** that MP085 should be progressed to the Refinement Process; and

- **AGREED** the first package of work and timetable for MP085.

15. DP086 'Alt HAN Roll-Out Financing' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP086 'Alt HAN Roll-Out Financing'](#).

The Panel:

- **AGREED** that DP086 is ready to be converted to a Modification Proposal;
- **AGREED** that MP086 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that MP086 should be progressed as a Self-Governance Modification.

16. DP088 'Power to raise Modifications' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP088 'Power to raise modifications'](#).

A Member (TS) queried whether these powers should be restricted to only raising 'housekeeping' type modifications. SECAS agreed that this question would be asked in the Refinement Process.

The Panel:

- **AGREED** that DP088 is ready to be converted to a Modification Proposal;
- **AGREED** that MP088 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and timetable for MP088.

17. DP089 'Changes to Appendix R 'Common Testing Scenarios Document' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP089 'Changes to Appendix R 'Common Testing Scenarios Document'](#).

One Member (KL) queried if a full audit of the Common Testing Scenarios Document (CTSD) had been performed to ensure there were no other errors that needed resolving. The Chair noted this modification had been raised to specifically resolve these missing elements from the previous two modifications.

The Panel:

- **AGREED** that DP089 is ready to be converted to a Modification Proposal;
- **AGREED** that MP089 should be progressed to the Report Phase;

- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that MP089 should be progressed as a Self-Governance Modification.

18. DP090 'Incorporation of Non GBCS Non-Mandated Alerts into the SEC' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP090 'Incorporation of Non GBCS Non Mandated Alerts into the SEC'](#).

The Panel:

- **AGREED** that DP090 is ready to be converted to a Modification Proposal;
- **AGREED** that MP090 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and timetable for MP090.

19. DP091 'Updating Security Assurance Status' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP091 'Updating Security Assurance Status'](#).

The Panel:

- **AGREED** that DP091 is ready to be converted to a Modification Proposal;
- **AGREED** that MP091 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that MP091 should be progressed as a Self-Governance Modification.

20. DP092 'New Planned Maintenance Methodology' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP092 'New Planned Maintenance Methodology'](#).

The Panel:

- **AGREED** that DP092 is ready to be converted to a Modification Proposal;
- **AGREED** that MP092 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and timetable for MP092.

21. DP093 'Implementing IRP511 and CRP535 to support GBCS v3.2 devices' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP093 'Implementing IRP511 and CRP535 to support GBCS v3.2 devices'](#).

The Panel:

- **AGREED** that DP093 is ready to be converted to a Modification Proposal;
- **AGREED** that MP093 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and timetable for MP093.

22. Approval to proceed with the November 2019 SEC Release

The Panel considered the views and recommendations from the OPSG and the TAG regarding the go-live criteria for the November 2019 SEC Release.

The Panel thanked the Sub-Committees for their efforts in reviewing the go-live criteria.

The Panel **APPROVED** the SEC Release to go live on 29 November 2019.

23. November 2020 SEC Release scope on the DCC Systems

SECAS provided the Panel with an update on the proposed scope for the November 2020 SEC System Release.

A Member (AP) questioned how SMETS1 changes, including Prepayment Meter Interface Device (PPMID) updates and GSME replacements, would fit into the plan. BEIS (DS) noted that as there does not appear to be an urgent industry need for these changes, a date has not yet been confirmed. The DCC (RC) agreed to provide an update on where these changes are in the release plan and environment strategy at the December Panel meeting.

The Panel **BASELINED** the Release Implementation Document (RID) for this SEC Release.

SECP74/05: DCC to provide an update on where SMETS1 changes, including PPMID updates and GSME replacements, are included on the release plan and environment strategy at the December Panel meeting.

24. BEIS Update

BEIS (DS) provided the Panel with an update on recent publications, forthcoming consultations and key milestones.

The Panel **NOTED** the update.

25. DCC Update

The DCC (RC) presented the Panel with an update on the activities undertaken since the last Panel meeting.

Operational update

The DCC (RC) provided an operational update, noting the number of meters which have been installed and commissioned to date.

The DCC noted that one Major Incident had occurred in October.

SMETS1

The DCC provided an update on Initial Operating Capability (IOC), Middle Operating Capability (MOC) and Final Operating Capability (FOC), in addition to a SMETS1 Migration summary.

It was noted that as a result of three migrations failing, due to invalid master keys being provided, the DCC has suspended further migrations until a full investigation into the extent of this problem, and a solution for recovering these failures, has been completed.

Release 2

The DCC provided the Panel with a Release 2 Transition and Dual Band Communications Hub update for Communications Service Provider (CSP) Central and South and CSP North.

The Panel **NOTED** the update.

26. SEC Panel Sub-Committee Report

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

The Panel Chair (PD) highlighted that the SMETS1 metrics were included in the August Performance Measurement Report (PMR), and therefore the DCC will be required to inform the Panel how it intends to bring these into alignment with SEC Section H13.2 (a), (b) and H13.6 (a).

The Panel **NOTED** the update.

SECP74/06: The DCC to inform the Panel of how it intends to bring the SMETS1 metrics included in the PMR into alignment with SEC Section H13.2 (a), (b) and H13.6 (a).

27. DCC Reporting

The Panel was provided with the Post Commissioning Information Report from the DCC as required by the SEC.

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

28. Operations Report – October 2019

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

The Panel **NOTED** the report.

29. Smarter Markets Project Update

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

SECAS (AL) informed the Panel that an initial draft legal text for the consequential changes for Ofgem's Switching Programme is on the SEC website and has been reviewed by the TABASC and the SMKI PMA. There is one outstanding issue regarding complexity of transitional arrangements. SECAS committed to sending a brief to Panel members and encouraged comments on the approach.

The Panel **NOTED** the update.

SECP74/07: SECAS to provide a brief regarding the consequential changes to the SEC to Panel Members.

30. Transitional Governance Update (**GREEN**)

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

The Panel **NOTED** the update.

31. Review of Smart Metering Assurance for SMETS2 Device Interoperability on Change

SECAS informed the Panel that BEIS has requested that the Panel take forward a number of recommendations arising from a review commissioned by BEIS of Smart Metering Assurance for SMETS2 Device interoperability, as part of the transfer of governance responsibilities from BEIS under the transitional arrangements to the Panel under the enduring arrangements.

The Panel **AGREED** that SECAS should review, assess and present the implications of each recommendation applicable to the Panel at the December Panel meeting.

SECP74/08: SECAS to review, assess and present the implications of each recommendation, regarding the review of smart metering assurance for SMETS2 Device interoperability on change, that are applicable to the Panel at the December Panel meeting.

32. Any Other Business

A Panel Member (MG) raised a confidential item of AOB regarding a Small Supplier Party. The discussion was classified as **RED** and therefore recorded in the Confidential Minutes.

Another Panel Member (AP) queried whether the Panel should respond to the [Ofgem Price Control Consultation](#) that was issued on 24 October 2019. The Panel agreed to prepare a response, noting Ofgem findings and observations on DCC Charges, with an emphasis on what the Panel recommendations may be to help make the DCC charges/forecasts more transparent.

Ofgem (JC) informed the Panel that it would be running a limited publishing service over Christmas and the New Year, which will begin on 18 December, with full services resuming on 2 January 2020.

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

Next Meeting: 13 December 2019