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## SEC Panel Meeting 76

10:00 – 13:15, 17 January 2020

Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

### SECP\_76\_1701 - 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)
	Mike Woodhall (MW)
DCC	Ro Crawford (RC)
Citizens Advice	Ed Rees (ER)

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

Meeting Secretary	Hollie McGovern (HM)
SECAS	Abigail Hermon (AH)
	Alison Beard (AB)
	David Kemp (DK) (Part)
	Fiona Bond (FB) (Part)
	Fiona Chestnutt (FC) (Part)
	Nick Blake (NB) (Part)
	Robin Healey (RH) (Part)

## 1. Minutes and Actions Outstanding

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

The following action updates were provided:

Action Reference	Action
<b>SECP70/03</b>	SECAS may publish the ICHIS and PPMID information on the SEC website on behalf of industry.
	SECAS (HM) noted that it is awaiting confirmation from the DCC as to whether it is still necessary to host the SMETS1 PPMID capability information on the SEC website. It was noted that this request had come from Transitional Business Design Group (TBDG). The DCC (RC) advised that they would follow up with the programme director for the necessary information. Action: <b>Open</b> .
<b>SECP74/04</b>	SECAS to provide the DCC Impact Assessment response and draft Modification Report for SECMP0007 at the December Panel meeting.
	SECAS noted that, following a Working Group meeting on 19 December, the DCC is working to re-assess the solution, and the Panel agreed this action could be closed. Action: <b>CLOSED</b> .
<b>SECP74/05</b>	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.

Action Reference	Action
	DCC (RC) provided an update under Agenda Item 25. DCC presented the scope of the SMETS1 core release. It was noted that the SMETS1 PPMID updates are already on the Joint Industry Plan Milestone plan for delivery in November 2020. Action: <b>CLOSED</b> .
<b>SECP74/08</b>	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.
	This was discussed under Agenda Item 4. Action: <b>CLOSED</b> .
<b>SECP75/04</b>	SECAS to inform SEC Parties of the Operations Group process for addressing Party differences.
	The differences process was presented to, and taken on board by, the OPSG. SECAS has now commenced developing the detailed documentation to support the process, including 'rules of engagement' for OSPG members. SECAS is also engaging with the party whose concerns triggered the development of the process to identify the next steps in taking it forward. Action: <b>CLOSED</b> .
<b>SECP75/08</b>	Panel Members to review the SEC Panel Risk and Issues Registers and provide comments for full discussion at the January 2020 Panel meeting.
	No comments were received. This was discussed under Agenda Item 5. Action: <b>CLOSED</b> .
<b>SECP75/12</b>	DCC to ensure that SEC Parties are informed of the scope of the next firmware release for Single Band Communication Hubs in the CSP North Region, when it will be made available and the impacts that this will have on the re-plan.
	The DCC (RC) noted that a meeting is taking place in January and an update will be provided at the February 2020 meeting. Action: <b>Open</b> .

The Panel **NOTED** the updates and **AGREED** that any actions marked as Complete and Propose to Close could be formally closed except for 70/03.

## 2. Privacy Assessment Reviews (**AMBER**)

The Panel considered a Privacy Self-Assessment for Shared Resource Provider 'C' and Other User 'L', and a Privacy Assessment Report for Other User 'H'. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the recommendations for Shared Resource Provider 'C', Other User 'H' and Other User 'L'.

## 3. Consumption Data Approach Change Notice – Other User 'C' (**RED**)

The Panel considered Other User 'C's notification to change its approach to obtaining Consumption Data. The Agenda Item was classified as **RED** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** that Other User 'C' will require a further Privacy Assessment.

## 4. Smart Metering Assurance for SMETS2 Device Interoperability on Change – Initial Assessment (**AMBER**)

Following receipt of a letter from BEIS requesting that the Panel take forward five recommendations arising out of a review of Smart Metering Assurance for SMETS2 Device interoperability, SECAS undertook a review of the feasibility of each of the recommendations and presented the Panel with the consequential impacts on the SEC and Panel activities. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the outlined approach to the implementation of each of the five recommendations.

## 5. SEC Panel Risk and Issue Register update (**AMBER**)

SECAS (AH) presented the Panel with a revised set of risks, following a full review of the SEC Panel Risk and Issue Registers. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the recommendations regarding the SEC Panel Risk and Issue Registers.

## 6. Mitigating Supplier of Last Resort Risk – Project Brief (**GREEN**)

SECAS (AH) presented the Panel with the key deliverables for the Mitigating Supplier of Last Resort (SoLR) Risk project, an update on the progress made so far and the remaining work and timelines.

The Panel **DEFERRED** a decision to recommend the Project to the SECCo Board for release of funds, pending resubmission of the project budget.

## 7. Technical Effectiveness Review Survey Responses

This item was deferred until the SEC Sub-Committees have agreed the next steps identified from the Technical Effectiveness Review survey.

## 8. SEC Technical Resolution Capability and TSIRS transition – Phase 1 update

SECAS (AH) provided the Panel with an update on Phase 1 of the programme, which was to confirm the scope and service expectations for the technical specification issue resolution capability in an enduring state, as well as the activities and costs associated with transition.

The Panel was requested to approve the issuance of a Request for Information (RFI) to ascertain the best approach to service delivery moving forward, and to inform the costs of transition as well as indicate enduring costs of delivery.

The Panel **APPROVED** the issuance of an RFI such that Phase 1 can be completed.

## 9. Procurement of the CIO for the Security and Privacy Assurance of DCC Users – Project Brief (**AMBER**)

SECAS (FB) provided the Panel with an update on the Competent Independent Organisation (CIO) Procurement activity. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the procurement activities, the proposed procurement timetable and the appointment of a Procurement Sub-Group.

## 10. Planned Maintenance Trial update (**GREEN**)

The DCC (AHe) requested Panel approval to continue with the Planned Maintenance trial until [MP092 'New Planned Maintenance methodology'](#) is implemented. It was noted that the proposal was considered at the January 2020 Operations Group meeting, and the Operations Group supported the DCCs request.

The Panel **APPROVED** an extension to the Planned Maintenance trial until MP092 is implemented.

## 11. Current Events of Default (**RED**)

The Panel was provided with an update on two new and three existing Events of Default, in addition to Ofgem Licence revocations and Network Operator non-compliances. The Agenda Item was classified as **RED** and therefore recorded in the Confidential Minutes.

The Panel:

- **AGREED** the recommended actions for each Event of Default and Parties affected by Ofgem's Licence revocations;
- **AGREED** to expel Snowdrop Energy Limited from the SEC; and
- **NOTED** the three existing Events of Default and Network Operator non-compliance updates.

## 12. Digitalisation Strategy

SECAS (AH) presented the proposed Digitalisation Strategy to the Panel, which considers how SEC Parties interact with the SEC and SECAS.

The Panel **APPROVED** the implementation of the Digitalisation Strategy, but held any further developments pending an assessment of the benefits associated with the developments thus far.

## 13. Updates to the Change Board Terms of Reference

SECAS (DK) presented proposed changes to the Change Board's Terms of Reference.

The Panel **APPROVED** the updated Change Board Terms of Reference.

## 14. Change Status Report – January 2020

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

The Panel **NOTED** the report.

## 15. SEC Modification Timetables

SECAS (AB) 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.

## 16. Change of implementation date for MP081 'Alignment of DUIS and CHISM to reflect current DCC Processing'

SECAS requested the Panel to request a revision of the implementation date for [MP081 'Alignment of DUIS and CHISM to reflect current DCC Processing'](#) to align it with other SEC Modification Proposals that impact SEC Appendix AD 'DCC User Interface Specifications'.

The Panel **AGREED** to request that the Authority directs a revised implementation date of 5 November 2020 for MP081.

**SECP76/01:** SECAS, on behalf of the Panel, to request that the Authority directs a revised implementation date of November 2020 for MP081.

## 17. MP084 'Other User Panel Seating Amendment' Modification Report

SECAS (DK) presented the Panel with the Modification Report for [MP084 'Other User Panel Seating Amendment'](#).

A Member (MW) questioned the business requirement for this modification and suggested that it may be useful to know how many Other Users there are, how engaged they have been in the SEC processes and whether, historically, Other Users have been nominated as a Panel Member but not elected. SECAS agreed to add clarifications to the Modification Report for final discussion by the Change Board.

A Member (TJ) queried what would happen to the incumbent Other SEC Party Panel Members if this modification was approved. Another Member (KL) queried how this modification had come about. The Consumer Representative (ER) noted it had arisen from the SEC survey and the Panel had been supportive of taking the issue forward.

The Panel:

- **AGREED** that MP084 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that MP084 should be progressed as an Authority Determined Modification.

## 18. MP088 'Power to raise modifications' Modification Report

SECAS presented the Panel with the Modification Report for [MP088 'Power to raise modifications'](#).

A Member (TS) raised concern regarding the restrictions on what modifications could be raised, and believed restrictions on these powers should be specifically defined. SECAS noted that all proposals would need agreement from the Change Sub-Committee (CSC) and Change Board before they could proceed, which is therefore restrictive in that respect. SECAS also challenged the need for the SEC to be too prescriptive, noting this can cause more issues later on.

The Panel:

- **AGREED** that MP088 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach; and
- **AGREED** that MP088 should be progressed as an Authority Determined Modification.

## 19. DP099 'Incorporation of multiple Issue Resolution Proposals into the SEC – Batch 4' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP099 'Incorporation of multiple Issue Resolution Proposals into the SEC - Batch 4'](#).

The Panel:

- **AGREED** that DP099 is ready to be converted to a Modification Proposal;
- **AGREED** that MP099 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for MP099.

## 20. DP102 'Power Outage Alerts triggered by an OTA firmware upgrade' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP102 'Power Outage Alerts triggered by an OTA firmware upgrade'](#).

It was noted that as manufacturers are not SEC Parties, the Working Group will need to identify how this can be technically defined so that it can be applied to manufacturers.

The Panel:

- **AGREED** that DP102 is ready to be converted to a Modification Proposal;
- **AGREED** that MP102 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for MP102.

## 21. DP103 'DCC SOC2 Assessments' Problem Statement

SECAS (AB) presented the Panel with the Problem Statement for [DP103 'DCC SOC2 Assessments'](#).

A Member questioned whether the Security Sub-Committee (SSC) could develop a solution. SECAS noted that it is working with the SSC to develop a strawman solution, which will then be taken to the Working Group. A Member (ST) suggested amending the title to make it applicable, as when the modification is implemented, SOC2 will no longer be relevant.

The Panel:

- **AGREED** that DP103 is ready to be converted to a Modification Proposal;
- **AGREED** that MP103 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for MP103.



## 22. DP105 'Sending SR11.2 to Devices in Suspended State' Problem Statement

SECAS presented the Panel with the Problem Statement for [DP105 'Sending SR11.2 to Devices in Suspended State'](#).

The Panel:

- **AGREED** that DP105 is ready to be converted to a Modification Proposal;
- **AGREED** that MP105 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for MP105.

## 23. SEC Releases update

SECAS (DK) provided an update on the scope of the SEC Releases in 2020 and 2021 and presented proposed acceptance criteria to use for future SEC Releases.

SECAS proposed including [MP079 'Provisions for withdrawing modifications'](#), [MP084 'Other User Panel Seating Amendment'](#) and [MP088 'Power to raise modifications'](#) in the scope for the June 2020 SEC Release, and the Panel agreed. A Member (ST) queried whether this was the point at which to close the scope of this release. SECAS agreed, noting that doing so now would be in line with the SEC Release Management Policy.

SECAS informed the Panel that the scope of the November 2020 SEC Release had been reduced; it noted that none of the modifications that had been deferred from this Release are approved modifications. The Chair questioned whether any of the remaining modifications had been approved, and SECAS confirmed they had not, however the DCC will still be able to implement the changes into its systems if approved by the respective cut-off dates. It was noted that, as each Modification Report is brought to the Panel for approval, the DCC will need to be engaged to ensure that it can deliver the change, and the Panel will determine if the modification should still be targeted for the release.

The Panel discussed the scopes of the June and November 2021 SEC Releases. A Member (ST) noted that the impact of releases on Users should be taken into account when determining the scope of change. The Member questioned whether it was preferable for [SECMP0046 'Allow DNOs to control Electric Vehicle charges connected to Smart Meter infrastructure'](#) to be included in a 2021 SEC Release, and the Panel noted that the likelihood of implementing SECMP0046 in November 2020 was low, due to the wider governance aspects of the solution still needing to be addressed outside of the SEC.

SECAS noted that, following feedback from the November 2019 SEC Release, the acceptance criteria used for SEC Releases has been reviewed. SECAS presented the proposed set of criteria to be used for SEC Releases going forward.

A Member (AP) noted that there is a governance issue around transitional releases and questioned whether the Panel should be tracking those as part of release management. The Member questioned whether governance of non-SEC changes to DCC systems should be included in the SEC Panel Risk Register; SECAS confirmed that this was already covered under risk 5 on the Risk register.

The Panel:

- **RE-BASELINED** the Release Implementation Document for the June 2020 SEC Release; and
- **AGREED** the updated set of acceptance criteria.

## 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 provided an operational update, noting the number of meters which have been installed and commissioned to date. It was noted that Major Incidents are still occurring on a monthly basis and the DCC welcomed any feedback from Panel Members which could help them improve.

### SMETS1

The DCC provided an update on Initial Operating Capability (IOC), Middle Operating Capability (MOC) and Final Operating Capability (FOC), in addition to a migration summary. The discussion was classified as **AMBER** and therefore recorded in the Confidential Minutes.

### Release 2

The DCC provided the Panel with an update on Release 2 Single Band Transition and Dual Band Communications Hub. The discussion was classified as **AMBER** and therefore recorded in the Confidential Minutes.

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 **NOTED** the update.

## **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 – December 2019**

The Panel was presented with the Operations Report for December 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. 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.

## **30. Any Other Business**

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

**Next Meeting: 14 February 2020**