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SECP_77_1402 - Panel Paper Overview

This document provides an overview of all the papers to be presented at the SEC Panel meeting on 14 February 2020; so that Parties can determine those papers that may be of interest.

An indication of the focus of each paper has been provided to highlight whether it is of interest to a particular reader, i.e. security, technical, governance.

Following the meeting, SECAS will issue meeting headlines, which outline any decisions and outcomes from the Panel meeting.

Decision, Discussion and Information Items

SECP_77_1402_01 – Minutes and Actions Outstanding (For Information)

Paper focus:

- Governance

Summary:

The final minutes from the January 2020 Panel meeting and an update on outstanding actions from previous meetings.

SECP_77_1402_02 – Draft Budget 2019-22 Consultation Responses (For Decision) (AMBER)

Paper focus: Late paper

- Governance

Summary:

This paper sets out the consultation responses to the SEC Panel 2020-23 Draft Budget, and a suggested draft response to each comment.

The Panel is requested to agree a response to each point raised by respondents and agree that no changes are made to the Draft Budget.

SECP_77_1402_03 – Testing approach for faster switching (For Decision) (AMBER)

Paper focus:

- Governance
- Testing

Summary:

This paper outlines proposals for an approach to SEC governance in relation to the Faster Switching programme which have been developed by SECAS, Ofgem and the DCC.

The Panel is requested to agree the approach to the testing governance for the SEC-impacting aspects of Ofgem's Faster Switching Programme as set out in this paper and agree the response to Ofgem's letter.

SECP_77_1402_04 – SMETS1 LSC Honeywell/Elster Actives (For Decision) (AMBER)

Paper focus:

- Governance
- Testing

Summary:

This paper updates the Panel on the reviews undertaken by the SEC Panel Sub-Committees; Testing Advisory Group (TAG) and Operations Group (OPSG), of the SMETS1 Live Services Criteria (LSC) for adding Active Elster Device Model Combination (DMC) entries onto the EPCL, and supporting evidence provided by the DCC on Tuesday 28 January 2020.

The Panel is requested to agree the content of the letter from the Panel to BEIS for the Live Services Criteria for the Active Elster entries onto the Eligible Products Combination List (EPCL) for SMETS1. The Panel is also requested to agree to recommend to BEIS that the EPCL is updated.

SECP_77_1402_05 – Panel response to DCC Consultation on the delivery plan for Enduring Change of Supplier (For Decision) (AMBER)

Paper focus:

- Governance

Summary:

On 23 January 2020, the DCC published its delivery plan for the development, and transition to, an Enduring Change of Supplier (ECoS) mechanism for changing the supplier certificates on Devices when a consumer switches energy supplier. This paper outlines proposals for the Panel's response to the delivery plan consultation.

The Panel is requested to agree the response to Ofgem's letter and agree the approach to the testing governance for the SEC-impacting aspects of Ofgem's Faster Switching Programme.

SECP_77_1402_06 – Mitigating Supplier of Last Resort risk – Project Brief (For Decision) (AMBER)

Paper focus:

- Governance
- Supplier of Last Resort (SoLR)

Summary:

SEC Panel tasked SECAS with co-ordinating a piece of work to ensure that all SoLR scenarios are documented, processes improved, and the interactions between different parties clarified. The purpose of this paper is to formally document the key deliverables for the project, to update the Panel on progress made, seek a decision on two key risks highlighted, and to outline the remaining work and timelines, for the Panel to approve.

The Panel is requested to approve the objectives, success factors and high-level plan/milestones for the project and approve the recommendation of the project to the SECCo Board for release of funds. The Panel is also requested to approve the requests made in relation to Risk 1 and Risk 2 in the paper.

SECP_77_1402_07 – Annual Customer Satisfaction Survey (For Decision)

Paper focus:

- Governance

Summary:

The purpose of this paper is to seek SEC Panel approval to proceed with the annual Customer Satisfaction Survey, which is a requirement defined within the SECAS contract.

The Panel is requested to approve the decision for DJS Research to carry out the Customer Satisfaction Survey and approve the recommendation to the Board, that the Survey be carried out, for release of funds.

SECP_77_1402_08 – SEC Panel Risk and Issue Register (For Decision) (AMBER)

Paper focus:

- Governance

Summary:

The purpose of this paper is to escalate high severity risks from the TABASC Sub-Committee to the SEC Panel for its awareness. The TABASC is escalating these for information only and there is no request for the Panel to take any action.

Further to the discussion at the January SEC Panel meeting, where the risks and issues were consolidated and mitigations updated, Annex A and B now contain the latest versions.

SECP_77_1402_09 – Current Events of Default (For Decision) (RED)

Presentation focus:

- Governance

Summary:

This paper provides the Panel with an update on two new and three existing Events of Default, in addition to Network Operator non-compliances. Actions taken since the last SEC Panel meeting are also reported.

The Panel is requested to agree the recommended actions for the two new Events of Default. The Panel is also requested to note the three existing Events of Default and Network Operator non-compliance updates.

Change Items

SECP_77_1402_10 – Change Status Report – February 2020 (For Information)

Paper focus:

- Change
- Reporting

Summary:

This paper provides an update on the progress of Modification Proposals going through the change process, a summary of potential future release content, alongside the DCC Impact Assessment (IA) and Preliminary Assessment (PA) timetable.

SECP_77_1402_11 – DCC Delivery of PAs and IAs (For Discussion) (RED)

Paper focus:

- Governance

Summary:

The Panel issued a letter to the DCC in August 2019 seeking a plan of action for improving the delivery of DCC Assessments. The DCC has provided a response and will be discussing this with the Panel.

SECP_77_1402_12 – SEC Modification Timetables update (For Decision)

Paper focus:

- Change

Summary:

This paper provides an update on the timetables for all Modification Proposals currently in the Refinement Process.

The Panel is requested to agree the programmes of work and timelines in this paper.

SECP_77_1402_13 – DP101 'Large Gas Meter Displays' progression (For Decision)

Paper focus:

- Change

Summary:

Draft Proposal [DP101 'Large Gas Meter Displays'](#) is ready to be converted to a Modification Proposal. SECAS is recommending that this modification be progressed to the Refinement Process. This paper sets out SECAS' proposed approach for progressing this modification for the Panel's approval.

The Panel is requested to agree that DP101 should be converted to a Modification Proposal and progressed to the Refinement Process. The Panel is also requested to agree the first package of work and the timetable set out in this paper.

SECP_77_1402_14 – DP104 ‘Security Improvements’ progression (For Decision) (GREEN)

Paper focus:

- Change

Summary:

Draft Proposal [DP104 ‘Security Improvements’](#) is ready to be converted to a Modification Proposal. SECAS is recommending that this modification be progressed to the Refinement Process. This paper sets out SECAS’ proposed approach for progressing this modification for the Panel’s approval.

The Panel is requested to agree that DP104 should be converted to a Modification Proposal and progressed to the Refinement Process. The Panel is also requested to agree the first package of work and the timetable set out in this paper.

SECP_77_1402_15 – DP106 ‘CHISM update for unknown WAN Variant’ progression (For Decision)

Paper focus:

- Change

Summary:

Draft Proposal [DP106 ‘CHISM update for Unknown WAN Variant’](#) is ready to be converted to a Modification Proposal. SECAS is recommending that this modification be progressed to the Refinement Process. This paper sets out SECAS’ proposed approach for progressing this modification for the Panel’s approval.

The Panel is requested to agree that DP106 should be converted to a Modification Proposal and progressed to the Refinement Process. The Panel is also requested to agree the first package of work and the timetable set out in this paper.

SECP_77_1402_16 – June 2020 SEC Release Update (For Decision)

Paper focus:

- Change

Summary:

This paper sets out the further information which the DCC has provided on the testing approach and its plans to follow for the June 2020 SEC Release and the estimated costs for the release.

The Panel is requested to approve the cost for the DCC to complete the Impact Assessment for this SEC Release.

Standing Agenda Items

SECP_77_1402_17 – BEIS Update (For Information)

Presentation focus: To be provided on the day.

- Governance
- Reporting

Summary:

A presentation that provides the Panel with an update on recent publications, forthcoming consultations and key milestones.

The Panel is requested to note the update.

SECP_77_1402_18 – DCC Update (For Information)

Presentation focus: To be provided on the day.

- Governance
- Reporting

Summary:

A presentation that provides the Panel with an update on the activities undertaken by the DCC since the last Panel meeting.

The Service Request Forecasting Problem Statement has also been provided for information.

The Panel is requested to note the update.

SECP_77_1402_19 – SEC Panel Sub-Committee Report (For Information)

Paper focus:

- Governance
- Reporting

Summary:

An update on recent activities from the Panel Sub-Committees. It highlights the key issues discussed and details specific points the Sub-Committees would like to bring to the Panel's attention.

The Panel is requested to note the update.

SECP_77_1402_20 – DCC Reporting (For Information)

Paper focus:

- Governance
- Reporting

Summary:

This paper details the Post Commissioning Information report for January 2020 provided by the DCC for the SEC Panel to review, as required by the Smart Energy Code (SEC).

This paper sets out the observations raised by the Operations Group against each DCC report that has been delegated to them.

The Panel is requested to note the observations raised by the Operations Group.

SECP_77_1402_21 – Operations Report – January 2020 (For Information)

Paper focus:

- Governance
- Reporting

Summary:

The Operations Report is a monthly update based on SECAS activities in support of the SEC. It includes a breakdown of days by driver and provides commentary related to the activities undertaken by the SECAS team in January 2020.

The Panel is requested to note the report.

SECP_77_1402_22 – Transitional Governance Update (For Information) (GREEN)

Paper focus:

- Governance
- Reporting

Summary:

A compendium of activities occurring under the Smart Metering Implementation Programme (SMIP). The paper includes updates on the following areas:

- High level updates from Transitional Work Group meetings attended by SECAS and the Panel Chair in the last month; and
- An overview of relevant notices from the Secretary of State.

The Panel is requested to note the update.
