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SEC Panel Meeting 77

10:00 – 13:00, 14 February 2020

Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

SECP_77_1402 – Meeting Headlines

Decision, Discussion and Information Items

1. Minutes and Actions Outstanding (For Information)

The Panel noted that the minutes from the January 2020 Panel meeting had been approved ex-committee. It was noted that all actions marked as Complete could be closed and the Panel agreed that the SoLR related actions should be consolidated.

The Panel **NOTED** the update.

2. Draft Budget 2020-23 Consultation Responses (For Decision)

The Panel considered the responses received to the Draft Budget 2020-2023 consultation which closed on 31 January 2020, and proposed responses to each comment received.

The Panel:

- **AGREED** a response to each point raised by respondents;
- **AGREED** that no changes are made to the Draft Budget; and
- **NOTED** the Draft Budget will be published to become the Approved Budget following the meeting.

3. Testing approach for faster switching (For Decision) (AMBER)

The Panel considered proposals for an approach to SEC governance in relation to the Faster Switching programme which are under discussion between SECAS, Ofgem and the DCC.

This includes a proposed response to Ofgem's Request For Information (RFI) on how consequential legal text changes will be dealt with, for the Panel's approval.

The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel:

- **AGREED** the approach to the testing governance for the SEC-impacting aspects of Ofgem's Faster Switching Programme and sanctioned further discussions between SECAS and Ofgem on this basis;
- **AGREED** to advise Ofgem on whether SIT completion has been achieved; and
- **AGREED** the response to Ofgem's letter, subject to minor amendments.

4. SMETS1 LSC Honeywell/Elster Actives (For Decision) (AMBER)

The Panel considered the outcome of the reviews undertaken by the SEC Panel Sub-Committees (Testing Advisory Group (TAG), Operations Group (OPSG) and the Security Sub-Committee (SSC)), as to whether the SMETS1 Live Services Criteria (LSC) have been met for adding Active Elster Device Model Combination (DMC) entries onto the Eligible Products Combination List (EPCL). This included reviewing Supporting evidence provided by the DCC on 28 January 2020.

The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel:

- **NOTED** the views of the TAG, OPSG and SSC;
- **AGREED** the content of the draft letter from the Panel to BEIS regarding the Live Services Criteria for the Active Elster entries onto the (EPCL) for SMETS1; and
- **AGREED** to recommend to BEIS that the EPCL is updated.

5. Panel Response to DCC Consultation on the delivery plan for Enduring Change of Supplier (For Decision) (AMBER)

The Panel considered a draft response to the DCC Consultation on the delivery plan for Enduring Change of Supplier, to be issued on behalf of SEC Panel.

The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel:

- **AGREED** that SECAS should draft a response to the consultation which reflects the proposals;
- **NOTED** that the response will be broadly supportive, but request clarity on the engagement approach and specify the importance of early Panel and Sub-Committee engagement in order to best manage the transition.

6. Mitigating Supplier of Last Resort Risk - Project Brief (For Decision) (AMBER)

The Panel considered a revised project brief for undertaking the Mitigating Supplier of Last Resort (SoLR) Risk project, including updates on the progress made so far and the remaining work and timelines.

The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel:

- **APPROVED** the Objectives, Success Factors and High-level plan/milestones for the project;

- **APPROVED** the recommendation of the Project to the SECCo Board for release of funds; and
- **APPROVED** the requests made in relation to Risk 1 and Risk 2.

7. Annual Customer Satisfaction Survey (For Decision)

The Panel considered the SECAS contractual requirement to undertake an annual Customer Satisfaction Survey.

The Panel:

- **REQUESTED** the addition of a question regarding the SEC Mods process;
- **APPROVED** the decision for DJS Research to carry out the survey; and
- **APPROVED** the recommendation to the SECCo Board, that the survey be carried out, for release of funds.

8. SEC Panel Risk and Issue Register update (For Decision) (AMBER)

SECAS presented the Panel with an update on the SEC Panel Risk and Issue Registers. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel:

- **NOTED** the risks escalated by the TABASC;
- **AGREED** that these risks will not be added to the SEC Panel Risk Register; and
- **NOTED** the latest set of Risks and Issues contained within Annex A and B.

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

The Panel was provided with updates on three existing Events of Default as well as the Network Operator non-compliances reported the previous month. The Agenda Item was classified as **RED** and therefore recorded in the Confidential Minutes.

The Panel:

- **NOTED** the three existing Events of Default and Network Operator non-compliance updates;
- **AGREED** to expel Toto Energy Limited from the SEC; and
- **AGREED** for the Security Sub-Committee Chair to write to the two Network Parties that have not demonstrated progress towards complying with their SEC obligations.

Change Items

10. Change Status Report – February 2020 (For Information)

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

The Panel **NOTED** the report.

11. DCC Delivery of PAs and IAs (For Discussion) (**RED**)

The Panel considered the DCC's response to the Panel letter issued in August 2019 seeking a plan of action for improving the delivery of DCC Assessments.

The Panel **NOTED** the update.

12. SEC Modification Timetables update (For Decision)

The Panel considered the timetables for all Modification Proposals currently in the Refinement Process.

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

13. DP101 'Large Gas Meter Displays' Progression (For Decision)

The Panel considered the Problem Statement for [DP101 'Large Gas Meter Displays'](#).

The Panel:

- **AGREED** that DP101 should be converted to a Modification Proposal;
- **AGREED** that MP101 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for the modification.

14. DP104 'Security Improvements' Progression (For Decision) (**GREEN**)

The Panel considered the Draft Proposal for [DP104 'Security Improvements'](#).

The Panel:

- **AGREED** that DP104 should be converted to a Modification Proposal;
- **AGREED** that MP104 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for the modification.

15. DP106 'CHISM update for Unknown WAN Variant' Progression (For Decision)

The Panel considered the Draft Proposal for [DP106 'CHISM update for Unknown WAN Variant'](#)

The Panel:

- **AGREED** that DP106 should be converted to a Modification Proposal;
- **AGREED** that MP106 should be progressed to the Refinement Process; and
- **AGREED** the first package of work and the timetable for the modification.

16. June 2020 SEC Release update

The Panel considered the additional information which the DCC has provided on the testing approach for the June 2020 SEC Release and the estimated costs for the release.

The Panel **APPROVED** the cost for the DCC to complete the Impact Assessment for this SEC Release.

Standing Agenda Items

17. BEIS Update (For Information)

BEIS provided an update on the forthcoming consultations and key milestones.

The Panel **NOTED** the update.

18. DCC Update (For Information)

The DCC presented an update on the activities undertaken since the last Panel meeting, including:

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

The Panel **NOTED** the update.

19. SEC Panel Sub-Committee Report (For Information)

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

The Panel **NOTED** the update.

20. DCC Reporting (For Decision)

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.

21. Operations Report – January 2020 (For Information)

The Panel was presented with the Operations Report for January 2020. The report provided an outline of the activities undertaken by the SECAS team in support of the SEC.

The Panel **NOTED** the report.

22. Transitional Governance Update (For Information) (**GREEN**)

SECAS presented 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.

23. Any Other Business (AOB)

There were three additional items of business raised.

The Panel **NOTED** the Authority's approval of Peter Davies' appointment as SEC Panel Chair for a further three-year term.

SECAS informed Panel members of two current promotions:

- Gemserv's Spotlight Charity event Valentine's Day promotion. Tickets are available [here](#); and
- Parties who register to use CodeWorks by 5pm on 6 March [here](#) will be entered into a raffle to win an Amazon Echo Dot or an equivalent cash donation to their chosen charity.

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

Next Meeting: 13 March 2020