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SEC Panel Meeting

09:30 – 12:30, 17 April 2020

SECP_79_1704 – Meeting Headlines

Decision, Discussion and Information Items

1. Minutes and Actions Outstanding (For Information)

The Panel noted that the minutes from the 13 March Panel meeting had been approved ex-committee. It was noted that all actions marked as Propose to Close could be closed.

The Panel **NOTED** the update.

2. Business Continuity Plans (For Information) (**AMBER**)

SECAS, Deloitte and the DCC updated the Panel on their Business Continuity Plans in the light of Covid-19. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes. The Panel **NOTED** the update.

3. Aclara IOC Decision (For Decision) (**AMBER**)

SECAS updated the Panel with the assessments from the Testing Advisory Group (TAG), the Security Sub-Committee (SSC) and the Operations Group (OPSG) regarding the DCC's statement of readiness against the Live Services Criteria (LSC) for additional entries onto the Eligible Products Combination List (EPCL) for the Initial Operating Capability (IOC) for Aclara Devices. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes. The Panel

- **NOTED** the views of the TAG and OPSG contained in this paper and the SSC in Confidential Appendix C;
- **AGREED** the content of the letter from the Panel to BEIS for the 'Live Services Criteria for the IOC Aclara entries onto the Eligible Products Combination List (EPCL) for SMETS1' (Appendix B); and
- **AGREED** to recommend to BEIS that the EPCL is updated subject to the condition to carry out further regression testing set out in response to outstanding Testing Issue 110031.

[Post meeting note: the letter to BEIS was issued by SECAS. The letter was sent to all SEC Parties and can be viewed on the SECAS website [here](#).]

4. Operational Metrics Review Project Recommendation (For Decision) (**GREEN**)

The OPSG presented the Panel with a report outlining findings of the Operational Metrics Review. This Review was commissioned by the OPSG to identify improvements in the metrics used to measure the DCC service, following issues raised in relation to the monthly Performance

Measurement report (PMR). The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes. (***Post Meeting Note:** The classification of this paper was changed from Amber to Green*). The Panel:

- **NOTED** the endorsement of the recommendations by the OPSG;
- **AGREED** the findings and recommendations set out in the OPSG OMR Report;
- **AGREED** the way forward, including a Modification to implement the recommendations of the report; and
- **AGREED** that the actions set out within the report for the DCC and OPSG should be carried out.

SECP_79_1704__04 Appx H – [DP122 'Operational Metrics'](#) (For Decision)

This Draft Proposal was discussed in relation to the Operational Metrics Review Project under Item 4. The Panel:

- **AGREED** that DP122 should be converted to a Modification Proposal;
- **AGREED** that MP122 should be progressed to the Refinement Process; and
- **AGREED** to discuss this modification further at an extraordinary meeting to be held on Friday 24 April 2020.

5. SMDA-SEC Problem Statement Consultation (For Decision) (**AMBER**)

Following discussions at the March SEC Panel Meeting, SECAS and the Smart Metering Device Assurance (SMDA) Scheme presented the Panel with a joint consultation, designed to seek the views of Parties on the issues raised under SEC Draft Proposal [DP111 'SMDA Budget Amendments'](#). The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel **APPROVED** that this document be issued for a 20 Working Day consultation period.

6. P379 Update (For Information) (**AMBER**)

The Technical Architecture and Business Architecture Sub-Committee (TABASC) Chair presented the Panel with TABASC concerns surrounding BSC [Modification P-379 'Multiple Suppliers through Meter Splitting'](#). The Panel Chair issued a letter voicing these concerns to Elexon on Thursday 9 April 2020, and received a response on Wednesday 15 April 2020. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes. The Panel:

- **AGREED** that the impacts highlighted are cause for concern for Smart metering;
- **HIGHLIGHTED** further considerations; and
- **AGREED** that the Chair (PD) will contact relevant stakeholders at Ofgem and Elexon to request that they embrace Smart Metering as a mechanism to deliver the required capability.

8. Security Characteristics Threat Mapping Project Brief (For Decision) (**AMBER**)

The SSC Chair presented the Panel with the proposed approach for the Commercial Product Assurance (CPA) Security Characteristics (SC's) Review, including the project overview and approach, scope, and timeframe. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes. The Panel:

- **NOTED** the contents of this paper and attached 'Appendix A - RFP for the SSC Review of CPA SC'; and

- **APPROVED** that SECAS proceed with the procurement and timetable, noting that a recommendation will be made to the Board for an ex-committee approval and release of funds on 22 April 2020.

9. Risk and Issues Registers Update (For Information) (AMBER)

SECAS presented the Panel with a paper detailing a high severity risk which had been escalated by the SSC to the Panel for its awareness. The Agenda Item was classified as **AMBER** and therefore recorded in the Confidential Minutes.

The Panel:

- **NOTED** the risk escalated by the SSC;
- **CONFIRMED** that this risk 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.

10. End of Year Regulatory Report (For Decision)

SECAS presented the Panel with a draft End of Regulatory Year Report for the 2019-20 period. This report was provided to the Panel as a confidential appendix to allow Panel review prior to wider circulation to Parties. The Panel is also required, as part of that Report, to set out its evaluation of whether the SEC continues to meet the SEC Objectives.

The Panel **AGREED** to review the End of Year Regulatory Report over five working days, with feedback due on Friday 24 April 2020.

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

The Panel was provided with updates on four new Events of Default, one existing Event of Default, and Network Operator non-compliances. The Agenda Item was classified as **RED** and therefore recorded in the Confidential Minutes.

The Panel:

- **NOTED** the four new Events of Default;
- **NOTED** the existing Event of Default;
- **AGREED** to take no further action regarding the Network Operator non-compliance updates.

Change Items

12. Change Status Report – March 2020 (For Information)

The Panel was provided with an update on the progress of Modification Proposals going through the change process, a summary of potential future release content and the DCC Impact Assessment (IA) and Preliminary Assessment (PA) timetable. The Panel **NOTED** the report.

13. Modification Timetables (For Decision)

SECAS provided the Panel with an update on the timetables for Modification Proposals currently in the Refinement Process. The timelines presented cover the next main programme of work for selected open modifications, and the due date this is expected to be completed by. At that point, the Panel will be provided with an update on progress and be invited to approve the next programme of work for that proposal. The Panel is **AGREED** to the programmes of work and timelines in this paper.

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14. SECMP0067 'Service Request Traffic Management' Modification Report (For Decision)

SECAS presented the Panel with the Modification Report for [SECMP0067 'Service Request Traffic Management'](#), which has undergone the Refinement Process.

The Panel:

- **AGREED** that SECMP0067 should be progressed to the Report Phase;
- **APPROVED** the Modification Report;
- **APPROVED** the implementation approach;
- **AGREED** that SECMP0067 should be progressed as an Authority Determined Modification; and
- **AGREED** to a five Working Day Modification Report Consultation and that an ad-hoc Change Board meeting be convened for the vote.

15. Modification Progression (For Decision)

SECAS presented the Panel with the Draft Proposals and Modification Proposals which are currently ready to proceed to the next stage of the framework.

Proposal	The Panel
MP080 'Managing DUIS uplifts'	<ul style="list-style-type: none"> • AGREED that MP080 should be progressed to the Report Phase; • APPROVED the Modification Report; • APPROVED the implementation approach; • AGREED that MP080 should be progressed as a Self-Governance Modification.
DP100 'Service Response Traffic Management'	<ul style="list-style-type: none"> • AGREED that DP100 should be converted to a Modification Proposal; • AGREED that MP100 should be progressed to the Refinement Process; • AGREED to the first package of work and the timetable for this.
DP116 'Service Request Forecasting'	<ul style="list-style-type: none"> • AGREED that DP116 should be converted to a Modification Proposal; • AGREED that MP116 should be progressed to the Refinement Process; • AGREED to the first package of work and the timetable for this.
DP117 'Bulk CH returns'	<ul style="list-style-type: none"> • AGREED that DP117 should be converted to a Modification Proposal; • AGREED that MP117 should be progressed to the Refinement Process; • AGREED to the first package of work and the timetable for this.
DP118 'Communications Hub Finance Charges'	<ul style="list-style-type: none"> • AGREED that DP118 should be converted to a Modification Proposal; • AGREED that MP118 should be progressed to the Refinement Process; • AGREED to the first package of work and the timetable for this.
DP119 'CH Alert Storm Consolidation'	<ul style="list-style-type: none"> • AGREED that DP119 should be converted to a Modification Proposal; • AGREED that MP119 should be progressed to the Refinement Process; • AGREED to the first package of work and the timetable for this.

Proposal	The Panel
DP120 'Correcting DUIS Matrix for SRV7.7 Eligible Users'	<ul style="list-style-type: none"> AGREED that DP120 should be converted to a Modification Proposal; AGREED that MP120 should be progressed and approved as a Fast Track Modification (<i>the Panel must be unanimous for this to be passed</i>); APPROVED the Modification Report; APPROVED the implementation approach.
DP123 'IVP realignment of SMETS2 v2.0 and v3.1'	<ul style="list-style-type: none"> AGREED that DP123 should be converted to a Modification Proposal; AGREED that MP123 should be progressed to the Report Phase; APPROVED the Modification Report; APPROVED the implementation approach; AGREED that MP123 should be progressed as a Self-Governance Modification; and AGREED to a five Working Day Modification Report Consultation and that an ad-hoc Change Board meeting be convened for the vote

16. Delegation of the Traffic Management Document (For Decision)

SECAS recommended the Panel delegates responsibility for the Traffic Management Methodology Document being introduced under [SECMP0062 'Northbound Application Traffic Management - Alert Storm Protection'](#) to the Operations Group.

The Panel **AGREED** to retain control over the Traffic Management Document.

17. SEC Releases Update (For Decision)

SECAS updated the Panel on the progress with the upcoming June and November 2020 SEC Releases, and the 2021 SEC Releases. The Panel **NOTED** the update and **AGREED** to the DCC's approach to implementing and consulting on the SECMP0062 SSI changes.

Standing Agenda Items

18. BEIS Update (For Information)

BEIS provided an update on its recent publications, forthcoming consultations and key milestones.

The Panel **NOTED** the update.

19. DCC Update (For Information)

DCC provided the Panel with an update on the activities undertaken by the DCC since the last Panel meeting, including Operations update, SMETS1, Release 2.0, and DBCH.

The Panel **NOTED** the update.

20. 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.

21. DCC Reporting (For Information)

SECAS provided the Panel with the details of the Post Commissioning Information report for March 2020 provided by the DCC for the SEC Panel to review, as required by the Smart Energy Code (SEC). The Panel **NOTED** the updates and observations raised by the OPSG.

22. Operations Report – March 2020 (For Information)

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

The Panel **NOTED** the report.

23. 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 including 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 **NOTED** the update.

24. Any Other Business (AOB)

SECAS informed the Panel of a notification from CGI IT UK Limited. This information is classified as **RED** and is therefore recorded in the Confidential Minutes. The Panel **NOTED** the update.

The Panel Chair (PD) informed the Panel that a Panel Member, Ash Pocock, will be retiring and subsequently leaving the Panel. The Panel thanked Ash for his significant and valued contribution to the Panel. The Panel **NOTED** the update.

SECAS highlighted that a draft response to the BEIS Consultation on the DCC's provision of an enrolment service for EDM1 SMETS1 meters would be circulated to SEC Panel for comment w/c 20 April. The Panel **NOTED** the update.

Next Meeting: 15 May 2020