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SEC Change Sub-Committee Meeting 14_2804

28 April 2020, 10:00 – 10:30

Teleconference

SECCSC_14_2804 - Final Minutes

Attendees:

Category	Change Sub-Committee Members
Change Sub-Committee Chair	David Kemp (DK) <i>(teleconference)</i>
Large Suppliers	Paul Saker (PS) <i>(teleconference)</i>
Small Suppliers	Chris Brown (CB) <i>(teleconference)</i>
	Andrew Margan (AM) <i>(teleconference)</i>
Electricity Network Parties	Gemma Slaney (GS) <i>(teleconference)</i>

Representing	Other Participants
DCC	Paul Howard (PH) <i>(teleconference)</i>
	Remi Oluwabamise (RO) <i>(teleconference)</i>
SECAS	Holly Burton (HB) <i>(Meeting Secretary) (teleconference)</i>
	Alison Beard (AB) <i>(teleconference)</i>
	Joe Hehir (JH) <i>(teleconference)</i>
	Bradley Baker (BB) <i>(teleconference)</i>

Apologies:

Representing	Name
Large Suppliers	Simon Trivella (ST)
Other SEC Parties	Elias Hanna (EH)

1. Welcome and Introductions & Approval of Previous Meeting Minutes

The Chair welcomed Members to the Change Sub-Committee (CSC) meeting.

The Chair confirmed that one set of comments was received on the minutes from the previous CSC meeting, held on Tuesday 31 March 2020, which have been incorporated. The CSC **APPROVED** the minutes as modified.

2. Actions Outstanding

Action Reference	Action
CSC 10/01	DCC to provide the CSC with draft legal text for their proposed solution, and a breakdown of the previous cost analysis for amending the DCC Systems with detail behind the cost for DP096.
The DCC has had four projects approved by the Delivery Hub Working Group: Project A 'Produce Technical Paper'; Project B 'Produce measurement capability'; Project C 'Testing / Fixing of CH/ESME defects'; and Project D 'Enhancing POA/PRA performance'. The CSC agreed to close this action but continue to monitor the ongoing work for DP096. Status: Closed .	
CSC 13/01	SECAS to look into whether DP123 would meet the urgency criteria before taking to SEC Panel for progression.
DP123 was taken to the Panel on Friday 17 April 2020 where it was agreed this should be converted to a Modification Proposal. An ad-hoc Change Board will take place on 29 April 2020. It had been agreed an expedited timetable would be more efficient than requesting Urgency. Status: Closed .	

3. Draft Proposal Report

Recommended for conversion:

DP121 'Commissioning non-commissioned Devices after CoS'

The CSC considered the problem statement for [DP121 'Commissioning non-commissioned Devices after CoS'](#).

The CSC:

- **AGREED** the Draft Proposal is ready to be converted to a Modification Proposal; and
- **RECOMMENDED** to the Panel that the Modification Proposal should proceed to the Refinement Process.

Continuing in development:

DP094 'Supporting prepayment customers in no SM WAN scenarios'

The CSC was provided with a verbal update on [DP094 'Supporting prepayment customers in no SM WAN scenarios'](#).

A Request For Information (RFI) has been issued to the industry to support this proposal and Members were requested to provide any responses by Tuesday 12 May 2020. This will then be presented at the next CSC meeting on 26 May 2020 with a view to agree the Draft Proposal should be converted to a Modification Proposal.

A CSC Member (PS) questioned the threshold for agreeing the issue and how the materiality will be quantified. SECAS (JH) noted if a low response from the RFI is received then there is little SECAS can do to investigate further. The Draft Proposal could still be converted to a Modification Proposal if the Proposer wanted, as a Proposal cannot be closed by anyone other than the Proposer. Thresholds for the materiality of the issue have not yet been identified, and responses will be handled as they materialize.

The Member (PS) commented that Parties are likely to be recording the requested information already, particularly for the second question, for their internal Service-Level Agreements (SLAs). He queried if the RFI was seeking information on post-install and commissioning scenarios too. SECAS (JH) confirmed the RFI had been worded to cover all intermittent Wide Area Network (WAN) scenarios.

SECAS (AB) noted these responses will feed into the business case for when the Change Board comes to approve or reject any subsequent Modification Proposal. These will give an idea of the scale of the issue is to determine how much time and money should be allocated on fixing it. CSC Members felt it would be beneficial to invite the Proposer of this Draft Proposal to the next CSC meeting to input on discussions to help understand the issue.

The CSC **AGREED** further development is required to define and understand the issue.

DP096 'DNO Power Outage Alerts'

The CSC was provided with a progress update on [DP096 'Power Outage Alerts'](#).

The DCC has been to the Delivery Hub Working Group (DHWG) to present four projects which are:

- A) to produce a technical paper
- B) produce management capabilities
- C) testing and fixing of Communications Hubs
- D) enhancing Power Outage Alert (POA) and Power Restoration Alert (PRA) performance

These were all approved at the DHWG with the first project due for completion by the end of July, and the other three projects will follow in September and October. By the beginning of 2021 results will be expected to enhance the POAs and PRAs. The Proposer is providing regular updates based on the outputs of the DHWG.

A CSC Member (GS) noted the DHWG had produced a document which has been issued to DNOs highlighting what the Service Providers should be including within the technical paper. The final draft was issued on 27 April 2020 and DNOs have a teleconference on 28 April 2020 to consolidate their answers within the paper.

The CSC **AGREED** further development is required to define and understand the issue.

DP108 'SSI Job Type Role for SRO/ARO'

The CSC was provided with a progress update on [DP108 'SSI Job Type Role for SRO/ARO'](#).

It was noted that anyone that has access to the Self Service Interface (SSI) could in theory submit requests on behalf of an SRO/ARO or which only an SRO/ARO has access to. At a previous CSC meeting, Members requested actionable scenarios for what the DCC was trying to mitigate with this

modification. There was also a second question around whether this would involve an actual change to the SSI itself as opposed to just a governance change.

There is also an outstanding action involving the Smart Metering Key Infrastructure Policy Management Authority (SMKI PMA), who has asked if the implementation of DP108 would contradict existing responsibilities of SRO/AROs. To date no responses have been received from the DCC with regards to any of the questions mentioned above. SECAS also noted DP108 has been categorized as a low priority modification.

The CSC **AGREED** further development is required to define and understand the issue.

DP111 'SMDA Budget Amendments'

The CSC was provided with a progress update on [DP111 'SMDA Budget Amendments'](#).

On Friday 24 April 2020, the Smart Metering Device Assurance (SMDA) body and SECAS issued a joint consultation asking for views on how people considered the SMDA funding should continue. This is designed to review the funding mechanism scheme with the aim of establishing a fair and sustainable model to ensure the scheme continues for the interoperability checking of Devices across the industry. SECAS and the SMDA body are asking industry to reply to the consultation, which closes on Friday 22 May 2020. The next steps for this modification will be based on the responses received. The joint SEC and SMDA consultation can be found [here](#).

The CSC **AGREED** further development is required to define and understand the issue.

4. Any Other Business (AOB)

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

Next Meeting: 26 May 2020.