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SEC Change Board Meeting 47

21 October 2020, 10:00 – 11:00

Teleconference

SECCB_47_2110- Draft Minutes

Attendees:

Category	Change Board Members
Change Board Chair (<i>alternate</i>)	Ali Beard (AB)
Large Suppliers	Emslie Law (EL)
	Simon Trivella (ST)
	Paul Saker (PS)
	Tim Larcher (TL)
	Rachel Norberg (RN) (<i>alternate for Jenny Smith</i>)
Small Suppliers	Daniel Davies (<i>alternate for Carolyn Burns</i>)
	Gareth Evans (GE)
Networks	David Mitchell (DM)
	Paul Fitzgerald (PF)
Other SEC Parties	Gerdjan Busker (GB)
	Alastair Cobb (AC)
	Mike Woodhall (MW)

Representing	Other Participants
Data Communications Company (DCC)	Charlotte Semp (CS)
	Sasha Townsend (STo)
Smart Energy Code Administrator and Secretariat (SECAS)	Holly Burton (HB) (Meeting Secretary)
	Louise Evans (LE)
	Joe Hehir (JH)
	Bradley Baker (BB)

	Khaleda Hussain (KH)
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Apologies:

Representing	Other Participants
Change Board Chair	David Kemp (DK)
Small Suppliers	Carolyn Burns (CB)
Large Suppliers	Jenny Smith (JS)
Large Suppliers	David Rodger (DR)
Other Network Parties	Gemma Slaney (GS)

1. Approval of Previous Meeting Minutes

The Secretary confirmed one set of comments had been received on the minutes from the previous Change Board meeting held on Wednesday 23 September 2020 which were circulated as tracked changes ahead of this meeting. The Change Board **APPROVED** the minutes as modified.

In addition, no comments had been received in relation to the ad-hoc Change Board meeting held on Wednesday 7 October 2020. The Change Board **APPROVED** the minutes as written.

2. Actions Outstanding

Action Ref	Action
46/01	<p>SECAS and the DCC to clarify how the costs associated with completing an Impact Assessment for Issue Resolution Proposal (IRP) solutions are handled and consider whether these costs should be incurred by Parties.</p> <p>SECAS has received confirmation from both The Department for Business, Energy and Industrial Strategy (BEIS) and the DCC advising that the work done by the Technical Specification Issues Resolution Sub-group) TSIRS is high level and does not carry out any of the design work performed by the DCC Service Providers during the Preliminary Assessment (PA) and Impact Assessment (IA). Preliminary Assessments and Impact Assessments will be required for any Issue Resolution Proposal (IRP) modifications.</p> <p>The Alternate Chair (AB) advised conversations have been held with BEIS who advised there is an expectation for the DCC to provide a PA and an IA for IRP modifications. Change Board member (EL) reiterated the issue is that DCC have advised this process has never been seen before and work would need to start 'from scratch' and as a result, are charging Suppliers for not having sight of this process.</p> <p>Change Board members noted that the DCC are heavily involved in the TSIRs process. Every IRP is sent to the DCC in advance with multiple Working Groups being held to look at these issues with their Service Providers where impact feedback is sought.</p> <p>It was agreed to keep this action open and the Chair (AB) will investigate further.</p>

Action Ref	Action
Status: Open	
46/02	The Meeting Secretary (HB) to seek potential dates to hold an ad-hoc Change Board meeting to perform a final vote against MP122A in the week commencing 5 October 2020.
Dates were sought and an ad-hoc Change Board meeting was subsequently held on 7 October 2020 whereby, members were invited to vote against MP122A 'Operational Metrics'.	
Status: Closed	
46/03	The DCC to provide a breakdown of expected ongoing application support costs for MP122A year by year over the next five years, including any support costs related to automation, by Wednesday 30 September 2020, which can then be issued ahead of the ad-hoc Change Board meeting.
The DCC provided SECAS with an updated Impact Assessment Report, explaining supportive costs over the next five years. This was circulated to Change Board members on 5 October 2020 ahead of the ad-hoc meeting held on 7 October 2020. The updated report can be found here .	
Status: Closed	
46/04	SECAS and the DCC to seek availability from Service Providers for the next Change Board meeting in October 2020, to present and discuss the rationale for the costs for MP078.
It was confirmed that this was discussed with the DCC and the suggestion was for an Arqiva representative to attend to explain differences with MP078. It was noted that DCC has been in contact with Arqiva requesting attendance for October's Change Board meeting, however, were still awaiting a response.	
Status: Open	

3. SECMP0056 'IHD / PPMID Zigbee Attributes Available on the HAN' Change Board vote

The Change Board was invited to defer the vote on [SECMP0056 'IHD / PPMID Zigbee Attributes Available on the HAN'](#).

The Alternate Chair (AB) advised SECAS is continuing to review costs with the DCC. The £2.9m costs are for a Stand Alone Release (as required by Ofgem) however, it was never originally proposed to be included as a Stand Alone Release. The testing costs which make up a large part of that cost would not solely be for this modification; it would be spread across various modifications within that Release. SECAS will liaise with the DCC to present the costs in a more reflective manner.

Change Board (ST) acknowledged the discrepancy with the Stand Alone Release however, there is still a cause for concern against the clarity between Service Providers providing the same level of service. Change Board (EL) echoed this point in that further justification on costs is widely

appreciated. Whilst this could cause a delay, there is a precedent to be set if this is the route of travel, as Suppliers will need to undertake more work when raising future Modifications if justification is needed against costs.

Change Board members also noted a previous action against the monthly Working Group to request further information against the business case in order to provide further information to the Change Board on this modification. To date, a few responses have been received, and further detail on the costs within the IA are being sought from the DCC.

The Alternate Chair (AB) reiterated that no modification will be brought to the Change Board which does not have a business case set out. Future modifications including this one will include as much information as possible before submitting to the Authority to ensure a decision can be reached.

As a Proposer of modifications, (ST) stressed it is sometimes not possible to establish a business case that could then justify the costs where future benefits will be gained such as SECMP0015 and SECMP0056.

Change Board (EL) highlighted previous questions raised around the technical specifications originally proposed which had been picked up by the Working Group. The original report states that this modification would affect existing version of the technical specifications but did not specify which version. SECAS said it could not confirm which version due to the 11 month lead time, and the possibility that other Releases and updates may take place between now and the implementation date.

Change Board discussed what this would mean for previous versions of Devices and agreed that currently installed Devices could only be addressed by a firmware update or where that was not possible end dating all current Smart Metering Equipment Technical Specifications (SMETS) versions. All agree this would have a huge industry impact.

Change Board Vote – SECMP0056 decision:

The Change Board **AGREED** to defer the vote against this Modification Proposal until the next Change Board meeting to allow time for the costs and business case to be fully understood and presented before performing a final vote.

SECMP0056 will be brought back to the next Change Board meeting in November 2020.

MP090 'Incorporation of Non GBCS Non-Mandated Alerts into the SEC' Change Board vote

The Change Board was invited to perform the final vote on [MP090 'Incorporation of Non GBCS Non-Mandated Alerts into the SEC'](#).

Change Board members noted the cost to implement this modification is roughly £17,000 with a target implementation date of the November 2021 SEC Release. SECAS (KH) noted that SECAS received five responses to the Modification Report Consultation, all of which believed this modification should be approved.

No comments were raised, and the Change Board proceeded to vote.

Change Board Vote – MP090 decision:

The voting outcome is shown below:

Party Category	Approve	Reject	Abstain	Conclusion
Large Suppliers	5	0	0	Approve
Small Suppliers	2	0	0	Approve
Network Parties	2	0	0	Approve
Other SEC Parties	3	0	0	Approve
Consumers	0	-	-	-
Overall conclusion:				Approve

The view of the Change Board is that MP090 will better facilitate SEC Objective (a)¹ for the reasons given in the Modification Report.

The Change Board:

- **AGREED** that MP090 should proceed to vote;
- **DETERMINED** that MP090 should be **APPROVED** under Self-Governance; and
- **PROVIDED** rationale for this decision against the General SEC Objectives.

There will now be 10 Working Days for any SEC Party who wishes to refer the Change Board's decision to the SEC Panel to do so. This referral period will close at **5pm on Wednesday 4 November 2020**.

If no referrals are received by this date, then MP090 will be implemented in November 2021 as part of the November 2021 SEC Release.

4. MP105 'Sending SR11.2 to Devices in Suspended State' Impact Assessment Request

The Change Board was invited to approve the DCC IA request for [MP105 'Sending SR11.2 to Devices in Suspended State'](#).

Change Board members noted the cost for an IA is roughly £11,621 with costs for Design, Build and Pre-integration Testing (PIT) is roughly £125,000. SECAS (JH) noted that SECAS received eight responses to the Refinement Consultation, all of which were supportive and believe the associated costs within the Modification Report should be approved. Comments against the DCC User Interface Specification (DUIS) legal text were raised which SECAS is currently addressing.

Change Board (PF) queried with regards to SR11.2 going on the exemption list, if Network Parties would be able to access this when Devices are Suspended. SECAS (JH) advised this modification does not intend to change any authorisation over whom can use 11.2, this has been designed so Suppliers and Networks can submit the service request whilst the Device is in a suspended state.

Change Board (EL) questioned why the PA was submitted against this modification at classification '**RED**' as, the same information relating to costs and modification information has been included within the original report. SECAS (JH) confirmed this modification only impacts one Service Provider and therefore the costs contained within the Modification Report and the classified '**WHITE**' PA were provided as a range. An annex to the PA, containing the explicit Service Provider costs has been submitted at classification '**RED**' due to the confidentiality of Service Provider costs. SECAS

¹ Facilitate the efficient provision, installation, operation and interoperability of smart metering systems at energy consumers' premises within Great Britain

explained that this will be the method going forward for presenting costs where only one Service Provider is impacted..

The Change Board **AGREED** that a DCC Impact Assessment should be requested for MP105.

5. SEC Section D Review

The Change Board noted that SECAS carried out a review of the SEC modifications process in early 2018 whereby, the below modifications were raised to improve the modification process within SEC Section D;

- [SECMP0049 'Section D Review: Amendments to the Modification Process'](#)
- [SECMP0050 'Section D Review: Moving the Working Group's Terms of Reference to a separate document'](#)
- [SECMP0051 'Section D Review: Amendments to the Fast Track Modification process'](#)

The Working Group assessing these modifications recommended a review be carried out a year following SECMP0049's implementation. This review would assess if the new arrangements were having the desired effect and whether further changes are needed.

On 16 October 2020, the SEC Panel agreed for SECAS to initiate a further review of SEC Section D. As part of this review, SECAS will be seeking feedback from Parties against the current modifications framework via a Request For Information (RFI). This was circulated on 21 October 2020 which set out a range of questions around the process. SECAS are looking to gather responses to help develop the framework in the next stage of the review. Following this, an industry workshop will be held before refining proposed enhancements.

SECAS will be contacting Suppliers directly who are familiar with the process to provide feedback, anyone is welcome to input on 1:2:1 basis as opposed to just responding to the RFI.

The Change Board **NOTED** the update.

6. SECMP0007 'Firmware updates to IHDs and PPMIDs' DCC Cost Scrutiny' (**RED**)

SECAS provided an update on the [SECMP0007 'Firmware updates to IHDs and PPMIDs'](#) implementation costs. SECAS explained the costs and the effort that had been made to reduce these as much as possible, as well as the impact of implementing SECMP0007 in a scheduled SEC Release.

This item is marked as '**RED**' and is therefore recorded in the Confidential Minutes.

7. Panel Sub-Committee Survey – Actions

SECAS presented the Change Board with the feedback received from Parties on the quality of remote meetings and the proposed actions to resolve the feedback areas. The Change Board agreed with all approaches, and provided comments on the following:

- Agenda timings not always adhered to: SECAS noted that timings will be added to future meeting agendas to maintain alignment across other SEC Sub-Committees.

- Access to meeting documentation could be slightly improved: SECAS advised that finalised meeting agendas have been added to meeting invites for ease of access. However, agreed to include a narrative for why specific documents are being uploaded at different classification or, simply where there are deviations to the usual process.

The Change Board **NOTED** the update.

8. Any Other Business

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

Next scheduled meeting date: 25 November 2020.

DRAFT