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SEC Panel Meeting 87
09:30 – 13:40, 11 December 2020
SECP_87_1112 – Meeting Headlines

Decision, Discussion and Information Items

1.   Minutes and Actions Outstanding (For Information)

The Panel noted that the minutes from the November Panel meeting had been approved ex-committee. It was noted that all actions marked as Propose to Close could be closed, except for SECP85/02 which will remain open. The Panel **NOTED** the update.

2.   FOC Go-live Update (For Information)

SECAS provided an update on the status and re-plan dates of SMETS1 Final Operating Capability (FOC) following the Testing Advisory Group's (TAG) recommendation to delay go-live. The Panel **NOTED** the update.

3.   Commercial Reset Project with Arqiva (For Information) (RED)

The DCC informed the Panel that it has been working with Arqiva under the Communications Service Provider North (CSPN) contract since 2013, during which both parties have identified some arrangements that could be improved leading to enhanced transparency and value for money in delivery. The Panel **PROVIDED FEEDBACK** on the project.

4.   DCC Change Management and Adverse Weather Recommendation (For Decision) (AMBER)

The DCC presented its recommended approach for DCC Change Management when adverse weather is identified, outlining the approach, the triggers, the process and any potential risks included. The Panel **ENDORSED** the Adverse Weather Trial from 1 January 2021 – 31 March 2021, and **APPROVED** a derogation from the SEC for short notice movement of planned maintenance.

5.   Random Sample Privacy Assessment – Assessing Compliance with I1.4 (For Decision) (AMBER)

SECAS provided SEC Panel with the proposed method for assessing compliance with SEC Privacy obligation I1.4, as part of a Random Sample Privacy Assessment (RSPA) for an Other User (OU). The Panel **AGREED** to progress the Change Request with DCC for a manual report to be produced to provide the metadata records for independent assessment of OU compliance with I1.4.

6.   SEC Panel Draft Budget 2021-2024 (For Decision) (AMBER)

SECAS presented the SEC Panel with a revised version of the Draft Budget for the next three Regulatory Years (April 2021 to March 2024). The Panel **APPROVED** the budget to be issued to SEC Parties for consultation.

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7. SEC Strategic Planning Approach (For Discussion) (AMBER)

SECAS sought SEC Panel approval of an approach to further develop the SEC Strategic Plan. The Panel **DISCUSSED** and **AGREED** the recommended approach, and Panel members **AGREED** to volunteer ex-committee to sit on the Strategic Working Group.

8. Strategic Design Review Project Brief (For Decision) (AMBER)

SECAS provided the Panel with the Strategic Design Review Project Brief: Use Cases 1-3, as recommended by the Technical Architecture and Business Architecture (TABASC) at its meeting on 3 December 2020. The Panel **APPROVED** the scope of the project and **APPROVED** the recommendation of the project to the Board for release of funds.

9. Update on Comms Hub and Network Engagement (For Decision)

SECAS updated the Panel on the latest progress on the Comms Hub and Network workstream of the DCC Network Evolution Programme, including a timeline of activities undertaken to date and the activities that remain to be completed.

The Panel:

- **APPROVED** the request to DCC to provide an updated timetable on RFP activities before the January Panel meeting;

- **APPROVED** a letter is issued to BEIS setting out the new timetable and the information requested; and

- **APPROVED** the drafting of a Panel Policy to set out the expected project methodology for the programme.

10. Meeting Platform Update (For Information)

SECAS gave the Panel a demonstration of the new Microsoft Teams Meeting Platform and will issue further guidance ex-committee. The Panel **NOTED** the update.

11. Operational Performance Regime – Guidance for Customer Engagement (For Decision)

SECAS presented its draft guidance for how the Panel will feed into the new Operational Performance Regime (OPR).

The Panel:

- **APPROVED** the approach for responding to the OPR engagement measure;

- **APPROVED** the creation of a draft Engagement Policy to underpin the process; and

- **NOTED** the estimated enduring timetable.

12. Procurement for OPR Auditor - Project Brief (For Decision) (AMBER)

Ofgem has requested that SECAS procure an auditor on its behalf, to undertake an assessment of the DCC's contract management processes as part of the new Operational Performance Regime (OPR). SECAS outlined the scope and approach for the procurement. The Panel **AGREED** the proposed procurement timetable and associated activities, and **APROVED** recommendation to SECCo Board for release of funds.

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13. Draft Response to DCC Price Control RY2019/20 (For Decision)

SECAS set out a draft Panel response to the Ofgem consultation on DCC Price Control for Regulatory Year 2019/20. The Panel **APPROVED** the draft response for circulation to the Sub-Committees and **APPROVED** the creation of an Operational Report to be used to support the OPR.

14. Response to DCC Revenue at Risk Consultation (For Information)

SECAS provided a verbal update on the draft Panel response to the DCC Revenue at Risk Consultation. The Panel **NOTED** that the response had been sent.

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

The Panel were updated on seven new Events of Default, and one existing Event of Default. The Panel **AGREED** the approach to dealing with these cases.

Change Items

16. Change Status Report – December 2020 (For Information)

SECAS provided the Panel 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 and Preliminary Assessment timetable. The Panel **NOTED** the report.

17. SEC Modification Timetables (For Decision)

SECAS provided the Panel with an update on the timetables for Modification Proposals currently in the Refinement Process. The timelines cover the next main programme of work for selected open modifications, and the due date this is expected to be completed by. The Panel **AGREED** to the programmes of work and timelines laid out in the paper.

18. SEC 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.

Proposal	The Panel:
MP092 'New Planned Maintenance methodology'	**AGREED** that MP092 should be progressed to the Report Phase; **APPROVED** the Modification Report; **APPROVED** the implementation approach; and **AGREED** that MP092 should be progressed as a Self-Governance Modification.
MP106 'CHISM update for Unknown WAN Variant'	**AGREED** that MP106 should be progressed to the Report Phase; **APPROVED** the Modification Report; **APPROVED** the implementation approach; and **AGREED** that MP106 should be progressed as a Self-Governance Modification.

Proposal	The Panel:
MP139 'MVP and IVP dates for CHTS'	• **AGREED** that MP139 should be progressed to the Report Phase on the understanding that the Operations Sub-Group would monitor the installation of these Communications Hubs and the upgrading of the firmware by DCC to ensure no compatibility issues arise and that firmware upgrades by the DCC take place in a timely fashion after installation; • **APPROVED** the Modification Report; • **APPROVED** the implementation approach; and • **AGREED** that MP139 should be progressed as a Self-Governance Modification.
DP144 'Charging of Random Sample Privacy Assessments'	• **AGREED** that DP144 should be converted to a Modification Proposal; • **AGREED** that MP144 should be progressed to the Refinement Process; and • **AGREED** the first package of work and the timetable for this.

19. SEC Releases Update (For Decision)

SECAS presented an update on progress with upcoming SEC Releases. The Panel:

- **NOTED** the update to the scope for the February 2021 SEC Release;
- **BASELINED** the June 2021 SEC Release Implementation Document;
- **AGREED** the update to the scope of the November 2021 SEC Release; and
- **NOTED** the update on the June 2022 SEC Release.

20. Central CACoP Website Business Case (For Decision) (GREEN)

The Code Administration Code of Practice (CACoP) Forum has been considering the development of a central CACoP website in response to industry feedback. It has developed the requirements and business case for this website and assessed the expected costs to deliver this. It now seeks the endorsement of the Code Panels for the costs to be apportioned across the CACoP Codes.

The Panel **ENDORSED** the CACoP Forum's approach to developing a central website to provide a single source of industry information and **AGREED** to contribute to the funding of this website.

Standing Agenda Items

21. BEIS Update (For Information)

BEIS provided an update on its recent publications, forthcoming consultations and key milestones. The Panel **NOTED** the update.

22. DCC Update (For Information)

The DCC provided the Panel with an update on the activities undertaken by the DCC since the last Panel meeting. The Panel **NOTED** the update.

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23. SEC Panel Sub-Committee Report (For Decision)

SECAS provided an update on recent activities from all the SEC Panel Sub-Committees, including four highlights raised by the Sub-Committees. The Panel **NOTED** the contents of this paper, and **ENDORSED** the concerns raised by the Sub-Committees.

24. DCC Reporting (For Information)

SECAS provided the Panel with details of the Post Commissioning Information report for October 2020 provided by the DCC. The Panel **NOTED** the updates and observations raised by the OPSG.

25. Operations Report – November 2020 (For Information)

SECAS provided the Panel with the Operations Report for November 2020. The report provided an outline of the activities undertaken by the SECAS team in support of the SEC. The Panel **NOTED** the report and **AGREED** to provide any feedback on the new format ex-committee.

26. 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 and the Panel Chair in the last month. The Panel **NOTED** the update.

27. Any Other Business (AOB)

A Panel member raised a concern about incidents of crossed SMETS2 meters and the Panel agreed to delegate the issue to the OPSG.

The Ofgem representative informed the Panel of an imminent consultation Elexon will be producing on Market-Wide Half Hourly Settlements (MWHHS). SECAS agreed to review the consultation and provide a draft Panel response.

The Ofgem representative also reminded the Panel of Ofgem's Christmas publishing moratorium, with the final publishing day being Friday 18 December.

Next Meeting Date: 15 January 2020

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