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SECP_52_1201 - Panel Paper Overview

This document provides an overview of all the papers to be presented at the SEC Panel meeting on 12th January 2018; so that Parties can determine those papers that may be of interest.

An indication of the focus of each paper has been provided to highlight whether it is of interest to a particular reader, i.e. security, technical, governance.

Following the meeting, SECAS will issue meeting headlines, which outline any decisions and outcomes from the Panel meeting.

Decision and Discussion Items

SECP_52_1201_01 – Minutes and Actions Outstanding (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting		Other	

Summary:

The final minutes from the December 2017 Panel meeting and an update on outstanding actions.

SECP_52_1201_02 – SEC Panel Risk and Issue Register Update (For Decision)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

This paper provides an update on a new risk for inclusion in the SEC Panel Risk Register that was discussed at the Panel's previous meeting.

SECP_52_1201_04 – Release Management Documentation Consultation Update (For Discussion)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting		Other	

Summary:

This paper provides the Panel with an overview of the responses received from the SEC Panel and DCC Consultation on the Release Management Document.

Modification Items

SECP_52_1201_06 – Modification and Release Status Report – December 2017 (For Information)

Paper focus:

Governance		Security		Technical	
Modifications	✓	Reporting	✓	Other	

Summary:

An update on the progress of Modification Proposals going through the change process and a summary of potential future release content, alongside the DCC Impact Assessment (IA) and Preliminary Assessment (PA) timetable update.

SECP_52_1201_07 – Initial Modification Report – SECMP0044 (For Decision)

Paper focus:

Governance		Security		Technical	
Modifications	✓	Reporting	✓	Other	

Summary:

The Initial Modification Report for SECMP0044 – *User Security Assessment of a Shared Resource*, is provided to help inform the Panel's initial considerations on how the Modification Proposal should progress through the Modification Process.

Information Items

SECP_52_1201_10 – DCC Reporting (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

This paper provides the Panel with any reports provided by the DCC and includes:

- Certificate Signing Requests (CSR) Variance Reports, which set out the actual number of CSR's against the forecasted volumes. This includes details of the Authorised Subscribers whose actual volumes of CSRs are greater than, 110% of their forecasted volumes;
- DCC Performance Measurement Report, which sets out the Service Levels achieved in respect of each Performance Measure set out in SEC Section H13.1 and SEC Section L8.6;
- Service Request Variance Reporting in accordance to SEC Section H3.24;
- Deployed Products List, in accordance with SEC Section F2.10, is a list of all combinations that comprise a Smart Metering System, which is to be published on the SEC Website;
- Responsible Communications Hubs Returns Report in accordance with SEC Section F9.15;
- Network Enhancement Plan Report pursuant to SEC Section F7.21; and
- Registration Data Provider (RDP) Monthly Incident Report in accordance with Section 2.5.10 of SEC Appendix AG.

SECP_52_1201_11 – Operations Report – December 2017 (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

This paper provides a breakdown of days' effort by driver, product, and grade and provides commentary related to the activities undertaken by the SECAS team in December 2017. This is a companion paper to the Management Report, which is provided to the SECCo Board, and which contains details of costs for approval by the Board.

SECP_52_1201_12 – Security Assurance Status Update (Confidential)

Paper focus:

Governance		Security	✓	Technical	
Modifications		Reporting	✓	Other	

Summary:

This confidential paper sets out the assurance statuses that the Security Sub-Committee (SSC) have set for Parties who have recently been reviewed and considered by the SSC during December 2017.

SECP_52_1201_13 – Smarter Markets Project Update (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

This paper provides an overview of the developments and work undertaken in support of the Smarter Markets project.

SECP_52_1201_14 – Transitional Governance Update (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

A compendium of activities occurring under the Smart Metering Implementation Programme (SMIP). The paper includes updates on the following areas:

- High level updates from Transitional Work Group meetings attended by SECAS and the Panel Chair in the last month;
- An overview of relevant notices from the Secretary of State;
- A high-level overview of relevant publications, responses and consultations issued by BEIS, the DCC and Ofgem in relation to smart metering;
- High-level updates from any additional smart metering related publications, groups, meetings and workshops; and
- At a glance view of meetings held during the reporting period, including the forthcoming meetings dates and other relevant narratives.

SECP_52_1201_15 – SEC Panel Activity Planner (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

This paper is accompanied by two appendices: the SEC Key Activities and Delivery Milestones Timeline, and SEC Activity Details. The SEC Activity Planner details the currently anticipated activities over the next three months.

SECP_52_1201_16 – SEC Party Update (For Information)

Paper focus:

Governance	✓	Security		Technical	
Modifications		Reporting	✓	Other	

Summary:

This month, one organisation will accede to the SEC, subject to the execution of an Accession Agreement by the SECCo Board. This paper also includes confirmation of Parties that have completed various User Entry Process testing activities as required by the SEC.