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## **SEC Panel Meeting Headlines 14<sup>th</sup> September 2018**

**10:00 – 13:00**

**Gemserv, 8 Fenchurch Place, London, EC3M 4AJ**

### **SECP\_60\_1409 – Meeting Headlines**

#### **SEC Panel Headlines**

##### **1. Minutes and Actions Outstanding (For Information)**

The Panel noted that the minutes from the August 2018 Panel meeting had been approved via ex-committee. It was noted that all actions were marked as completed or on target for completion.

The Panel **NOTED** the update.

#### **Decision and Information Items**

##### **2. Elective Communications Services Update (For Information)**

The DCC Head of Strategy provided the Panel with an update on Elective Communications Services and requested the views of the Panel.

The Panel **NOTED** the update.

##### **3. Update on Release 2.0 Completion Reports (For Information)**

This update was based upon the Testing Advisory Group (TAG) meeting scheduled for 12<sup>th</sup> September 2018. SECAS noted that as the timescales for Release 2.0 (R2.0) had been pushed back to October, this meeting did not occur. It was noted that the TAG and Operations Group will meet separately in October 2018 to discuss the completion reports, and the output from these meetings will be provided to the Panel to inform its decision to recommend to the Secretary of State whether R2.0 should go live or not.

The Panel **NOTED** the update.

##### **4. Release 2.0 Implementation Timeline (For Information)**

The DCC informed the Panel that the implementation date for Release 2.0 was now expected to take place on 27<sup>th</sup> October 2018. The DCC provided the Panel with a revised R2.0 delivery plan.

The Panel **NOTED** the plan.

## 5. Request for additional Planned Maintenance (For Decision) (RED)

The DCC presented the Panel with proposed changes to the Planned Maintenance schedule that had previously been agreed by the Panel in July 2018.

The Panel recognised that the proposed maintenance activities were necessary, however it was noted that the DCC needed to provide articulation of the benefits associated with each activity. The Panel reluctantly **AGREED** that the DCC may undertake Planned Maintenance activities on 20<sup>th</sup>, 23<sup>rd</sup> and 27<sup>th</sup> September 2018, due to time constraints, but requested the DCC provide the Panel with a consolidated maintenance outage programme on the remaining activities for approval. The Panel **AGREED** to delegate the responsibility to approve the remaining schedule to the Operations Group Chair.

## 6. Operations Group Terms of Reference Review (For Decision)

The Panel were provided with the proposed amendments to the Operations Group Terms of Reference (ToR), in light of recent obligations delegated to the sub-committee from the Panel.

The Panel were informed that, as a result of the implementation of [SECMP0044 'User Security Assessment of a Shared Resource'](#), an additional Member seat has been added to the Security Sub-Committee (SSC), representing Shared Resource Providers. SECAS provided the Panel with proposed amendments to the SSC ToR which need to reflect this.

The Panel **AGREED** the revised Operations Group Terms of Reference and **AGREED** the revised SSC Terms of Reference.

## 7. DCC SOC2 Assessment Report (For Information) (RED)

The Panel were provided a confidential update on the outcome of the Security Sub-Committee (SSC) review of the 2017 Service Organisational Control 2 (SOC2) assessment of the DCC.

The Panel **NOTED** the report.

## 8. SEC Panel Budget Timetable (For Decision)

SECAS provided the Panel with an outline timetable for the preparation of the SEC Panel Draft Budget and associated work plan for 2019-2022. As in previous years, SECAS proposed to engage with the Panel Finance and Contracts Group (PFCG) to develop the Draft Budget.

The Panel **AGREED** for SECAS to hold discussions with the PFCG on initial drafting and **APPROVED** the timetable for the development of the budget.

## 9. SEC Panel Meeting Dates (For Decision)

The Panel were provided with the proposed meeting dates for their monthly meeting, from January 2019 to December 2019.

The Panel **AGREED** the proposed meeting date schedule for 2019.

## 10. SEC Panel Risk and Issue Register Update (For Decision)

SECAS provided an update on the SEC Panel Risk Register and Issues Log, which included an update to an existing risk.

The Panel also revisited an issue that was raised by the Technical Architecture and Business Architecture Sub-Committee (TABASC) in June, which relates to Users finding workarounds to circumvent the DCC systems because change to those systems is too complicated and/or costly. It was noted that SECAS and the DCC would engage to find a solution to the issue.

The Panel **AGREED** the amendments to the SEC Panel Risk Register.

#### 11. Events of Default (For Decision) (**RED**)

The Panel were provided with a confidential update on two current Events of Default, and one new Event of Default.

The Panel **AGREED** to monitor the existing Defaults.

#### Change Items

#### 12. Change Status Report – September 2018 (For Information)

The Panel were provided with an update on the status and progress of Modification Proposals.

The Panel:

- **AGREED** a two-month extension for [SECMP0015 'GPF timestamp for reading instantaneous Gas Values'](#), with the Draft Modification Report (DMR) to be presented to the Panel in December 2018;
- **AGREED** a three-month extension for [SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC'](#), with the DMR to be presented to the Panel in December 2018;
- **AGREED** a ten-month extension for [SECMP0056 'IHD/PPMID Zigbee Attributes Available on the HAN'](#), with the DMR to be presented to the Panel in August 2019; and
- **AGREED** a one-month extension for [SECMP0058 'Changes to the governance of the Self-Service Interface'](#), with the DMR to be presented to the Panel in December 2018.

The Panel were also provided with an update from the DCC on the current progression of SEC Modification Proposals as they undergo Preliminary Assessments and Impact Assessments.

#### 13. Modification Send-Backs: SECMP0018 and SECMP0025 (For Decision)

The Panel were informed that the Change Board had agreed with the Panel's recommendation to seek full Impact Assessment costs for Modifications [SECMP0018 'Standard Electricity Distributor Configuration Settings'](#) and [SECMP0025 'Electricity Network Party Access to Load Switching Information'](#) before they progress, and discussed the next steps for the modifications.

The Panel:

- **AGREED** to return SECMP0018 and SECMP0025 to their Working Groups;
- **AGREED** the areas the Working Groups will need to review; and
- **AGREED** the timetable for these modifications.

#### 14. Modification Proposal - Initial Modification Report for SECMP0059 (For Decision)

SECAS presented the Panel with the Initial Modification Report for [SECMP0059 'Amendments to SEC Security Assessments for Non-Domestic Suppliers and Other Users'](#),

The Panel:

- **AGREED** that this modification should be submitted into the Refinement Process to be assessed by a Working Group;
- **AGREED** the Working Group Terms of Reference;
- **AGREED** the progression timetable; and
- **AGREED** that SECMP0059 should be progressed as a Path 3 Modification Proposal.

#### 15. Modification Proposal - Initial Modification Report for SECMP0060 (For Decision)

SECAS presented the Panel with the Initial Modification Report for [SECMP0060 'Amend Requirements to remove 'Pending' devices from SMI'](#).

The Panel:

- **AGREED** that this modification should be submitted into the Refinement Process to be assessed by a Working Group;
- **AGREED** the Working Group Terms of Reference;
- **AGREED** the progression timetable; and
- **AGREED** that SECMP0060 should be progressed as a Path 3 Modification Proposal.

#### 16. Modification Proposal - Initial Modification Report for SECMP0061 (For Decision)

SECAS presented the Panel with the Initial Modification Report for [SECMP0061 'Enduring SEC Release Provisions'](#).

The Panel:

- **AGREED** that this modification should be submitted to Modification Report Consultation;
- **AGREED** the progression timetable; and
- **AGREED** that SECMP0061 should be progressed as a Path 2 Modification Proposal.

#### 17. Approval of the Working Group Terms of Reference document (For Decision)

The Panel were informed that [SECMP0050 'Section D Review: Moving the Working Group Terms of Reference to a Separate Document'](#) had been approved by the Change Board in August, and will amend SEC Section D to move the details of how Modification Working Groups are formed out of the

SEC and into a Panel-owned Terms of Reference document, which will take effect from 1<sup>st</sup> November 2018.

The Panel **APPROVED** the Working Group Terms of Reference document to be effective from 1<sup>st</sup> November 2018.

#### **18. Allocation of the Change Sub-Committee responsibilities (For Decision)**

The Panel were informed that [SECMP0049 'Section D Review: Amendments to the Modification Process'](#) will, if approved, introduce a Change Sub-Committee to oversee the development of new modifications during a 'pre-modification process'. The Panel discussed whether to form a new group to undertake the role or allocate the role to the Change Board. It requested SECAS to provide a draft Terms of Reference document to inform the Panel's decision.

#### **19. SEC Releases Update (For Decision)**

SECAS informed the Panel that BEIS had responded to the Panel's request to defer the implementation date for [SECMP0023 'Correct Units of Measure for Uncontrolled Gas Flow Rate'](#), and had requested a specific revised implementation date. The Panel also discussed the current scope of the November 2019 SEC Release, and the potential scope of the June 2020 SEC Release.

The Panel:

- **AGREED** that the November 2019 SEC Release should be converted to a SEC Documentation Release; and
- **AGREED** to request a revised implementation date for SECMP0023 of 25<sup>th</sup> June 2020 as part of the June 2020 SEC Release from the Authority.

### **Standing Agenda Items**

#### **20. BEIS Update (For Information)**

BEIS also provided the Panel with an update on the forthcoming consultations and key milestones.

The Panel **NOTED** the update.

#### **21. DCC Update (For Information)**

The DCC presented the Panel with an update on the activities undertaken since the last Panel meeting.

The Panel **NOTED** the update.

#### **22. SEC Panel Sub-Committee Report (For Information)**

SECAS provided the Panel with an update on recent activities from all the SEC Panel Sub-Committees.

The Panel **NOTED** the update.

### **23. DCC Reporting (For Information)**

The Panel were provided with the Certificate Signing Requests (CSR) Forecast Variance Report, the Post Commissioning Information Report and the Service Request (SR) Variance Report from the DCC as required by the SEC.

The Panel **NOTED** the reports.

### **24. Operations Report – August 2018 (For Information)**

The Panel were presented with the Operations Report for August 2018. The report provided an outline of the activities undertaken by the SECAS team in support of the SEC.

The Panel **NOTED** the report.

### **25. Smarter Markets Project Update (For Information)**

The Panel were provided with an update on the activities currently being undertaken to support the project.

The Panel **NOTED** the update.

### **26. Transitional Governance Update (For Information)**

SECAS presented the Panel with an update from the transitional governance entities and other smart metering related meetings and workshops attended by SECAS in the last month.

The Panel **NOTED** the update.

### **27. Any Other Business (AOB)**

The Panel were informed that at its meeting on 12<sup>th</sup> September 2018, the SSC had reviewed the scope for the DCC CIO Assessment of SMETS1 and agreed to provide advice to the Panel as required under SEC Section G7.20 (f). The Panel endorsed the SSC's advice that the Licence Condition (c) to consult the Panel had been met by the consultations undertaken with the SSC and that the Panel approves the scope as required under Licence Condition (d).

A Panel Member raised that there is currently no process for meter manufacturers or Meter Asset Providers to undertake Certificate Signing requests, other than via a Meter Operator (MOP) or Meter Asset Manager (MAM). The Member suggested that a review of the Other User role be undertaken to determine whether the category needs to be sub-divided to cater for the different groups within the category that have different requirements. It was noted that SECAS would investigate the existing controls in place for Other Users and consult with the SMKI PMA to determine whether there are any issues associated with any solution, such as security, impact on the SMKI arrangements, governance and incentives (on such parties to comply).

The Panel were informed of newly elected Panel Member, Mike Woodhall, who will be taking office on 23<sup>rd</sup> September 2018. The Panel Chair expressed his thanks and gratitude to Hugh Mullens and recognised his substantial contributions and commitment over the past four years.

The Panel were informed that SEC 5.20 was implemented on 18<sup>th</sup> July 2018 and contains a number of obligations on Users and the DCC. The Member noted that SEC Section G3.26 – 3.28 is now relevant to SMETS1, and therefore the User CIO is now required to assess whether SMETS1 Smart Metering Systems are secure to an appropriate standard.

In light of the DCC's request to appeal the Panel's determination of Incentive Scheme Milestone 1B, a Panel Member requested a workshop to discuss the DCC's lessons learned.

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