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## SEC Panel Meeting 60

**SECP\_60\_1409, 14<sup>th</sup> September 2018**

**10:00 – 13:00, Gemserv, 8 Fenchurch Place, London, EC3M 4AJ**

### Final Minutes

#### Attendees:

Category	SEC Panel Members
SEC Panel Chair	Peter Davies
Large Suppliers	Simon Trivella
	Ashley Pocock
Small Suppliers	Karen Lee
	Mike Gibson
Electricity Networks	David Lane
Gas Networks	Leigh Page
Other SEC Parties	Gary Cottrell
	Hugh Mullens
DCC	Tom Rothery

Representing	Other Participants
Citizens Advice	Colin Griffiths (Teleconference)
Ofgem	Raymond Elliot
	Michael Walls
BEIS (Secretary of State)	Robert Thornes
	Duncan Stone
DCC	Fabienne Dischamps (Part)
	Fiona Tranter (Part)
	James Henton (Part)
	Robin Healey (Part)

Operations Group Chair	Dave Warner (Part)
Meeting Secretary	Hollie McGovern
SECAS	Adam Lattimore
	Abigail Hermon
	David Kemp (Part)
	Harry Jones (Part)
	Joe Hehir (Part)
	Nikki Olomo (Part)

## 1. Minutes and Actions Outstanding

The minutes from the August 2018 SEC Panel meeting were approved ex-committee and circulated. The Panel noted that the majority of actions had been closed, with the outstanding actions on target for completion.

The Panel **NOTED** the update.

## 2. Elective Communications Services Update

The DCC Head of Strategy, Fabienne Dischamps, provided the Panel with an update on Elective Communication Services.

The Panel were informed that the provisions relating to Elective Services, a route for customers to request bespoke Service Requests on a bilateral commercial basis in accordance with SEC Section H7, will be activated on 1<sup>st</sup> October 2018.

The DCC noted that it may receive a higher demand for Elective Services than it can process with its current resource levels, and noted that, where it might receive more demand for Elective Services than it can process, it would prioritise its core service delivery, in accordance with its Licence requirements and the expected approach set out by BEIS in its conclusion document on the activation of Section H7 of the SEC. DCC requested the Panel's views on prioritisation criteria should this be the case.

The Panel noted that the update was a sensible course of action and that Parties should limit their expectations from the beginning of this service, which they agreed was pragmatic in light of their view that there would be little demand for Elective Services.

The Panel **NOTED** the update.

## 3. Update on Release 2.0 Completion Reports

SECAS informed the Panel that this agenda item had been intended to provide an update on the outcome of the Testing Advisory Group (TAG) meeting due to be held on 12<sup>th</sup> September 2018, where the TAG were due to agree a recommendation regarding Systems Integration Testing (SIT) completion for Release 2.0 (R.20). SECAS noted that due to the changes to the timetable for R2.0, this meeting did not occur.

It was noted that SECAS and the DCC had worked together to agree a new timetable for when the TAG and the Operations Group would meet in order to provide the Panel with the relevant input. SECAS noted that the sub-committees were now scheduled to meet between the 9<sup>th</sup> and 11<sup>th</sup> October 2018, and noted that an ad-hoc Panel meeting would be required, and suggested 19<sup>th</sup> October 2018. The Panel were informed that the intent was to issue necessary paper work to the Panel at least five Working Days before the ad-hoc Panel meeting on 19<sup>th</sup> October 2018.

The Panel **NOTED** the update.

#### **4. Release 2.0 Implementation Timetable**

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 and presented a revised implementation timeline.

The DCC noted that the implementation date for Release 2.0 had been extended due to testing issues that need to be resolved. The DCC noted it will be submitting the Live Services Criteria (LSC) Submission to BEIS on 3<sup>rd</sup> October 2018. It was noted that TAG will review the completion reports for SIT on the 9<sup>th</sup> or 10<sup>th</sup> October along with a review of the LSC Submission and the Operations Group would meet on 11<sup>th</sup> October 2018 to review the LSC Submission. It was noted that TAG and the Operations Group would provide the Panel with a recommendation to review prior to its meeting on 19<sup>th</sup> October 2018. SECAS noted that an update will be provided to the Panel at its meeting on 12<sup>th</sup> October 2018.

The Panel Chair noted that the industry governance requirement to issue papers before the meetings, to avoid falling into the SMKI go-live trap. The Panel noted that it will only make a recommendation to the Authority after due consideration of the TAG and Operations Group recommendation.

The Panel discussed whether there is a milestone for completing Single Band Communications Hubs (SBCH) DIT; the DCC noted that successful completion of SBCH Device Integration Testing (DIT) is required, after which the DCC Test Assurance Board will review and then the completion report will be submitted to the TAG for consideration. It was noted that Dual Band Communications Hubs (DBCH) DIT is ongoing.

A Member noted their frustration at the lack of communication from the DCC regarding the change in date for R.20. The Member noted that the Smart Metering Design Group (SMDG) had been informed, however noted that this was a restricted group and was not representative of all DCC Users. The DCC highlighted that an information note on Release 2.0 explaining the change in the implementation date had been issued to Users on 31<sup>st</sup> August 2018. The DCC noted the concerns from the Panel Member on communications and agreed that it was important that this communication reached the correct contacts.

The Panel **NOTED** the update.

#### **5. Request for additional Planned Maintenance**

The DCC presented the Panel with proposed changes to its Planned Maintenance schedule, which was previously agreed by the Panel in July 2018. The DCC noted that the changes were due to several factors, including the rescheduled Release 2.0 implementation date, enhanced testing, unused Maintenance slots and dedicated contingency time.

The DCC noted that the purpose of the Operating at Scale (OaS) programme is to reduce the number of maintenance outages required in the future. The DCC noted feedback it had received from DCC

Users and recognised that the notices provided by the DCC were inadequate; the DCC noted that its intention was to consolidate the entire outage plan and changes to DCC Systems into a forward plan that will be available via the Self-Service Interface (SSI). The DCC requested the Panel's views on the approach.

The Panel Chair noted that a consolidated and effective communication method to inform Users is essential. A Member noted that the SSI is only available to DCC Users, and therefore notifications would need to be communicated in other ways as well. The Operations Group Chair noted the Operations Group's frustration with DCC communication regarding outages.

The Panel noted its frustration at the lack of senior DCC representation at the Panel meeting; it was noted that a DCC director had assured the Panel in July 2018 that all aspects of SEC Section H8.4 were available to the DCC, however the Chair noted that the DCC were still very far off achieving compliance with H8.4.

It was noted that the proposed schedule did not articulate the benefits associated with each outage, with a Member noting that it was unfair to ask Users to accept lack of service for an additional 60 hours with no known benefits. The Panel noted that it would like to see a schedule, similar to that which was presented to the Panel in July, which articulated the benefits of each outage and when each outage would take place.

The Operations Group Chair noted the DCC have previously been providing the Operations Group with detailed schedules since June 2018, however this schedule did not provide that level of detail. It was also noted that the Operations Group have been asking for proper assurance that risk assessments for each outage have been undertaken, and that the Operations Group would like an independent assurance submission from someone outside the implementation team.

A Member noted their frustration at the DCC service management as a whole; the Member felt that the DCC Service Desk had deteriorated in the last six weeks and listed several examples. It was noted that the DCC would look into these concerns.

The Panel recognised that the proposed outages were necessary, and reluctantly **AGREED** the outage plan for the 20<sup>th</sup>, 23<sup>rd</sup> and 27<sup>th</sup> September, noting that time constraints meant that the DCC could not provide the required notice period. However, the Panel requested a consolidated maintenance outage programme that articulated benefits of proposed future each outage, including the 20<sup>th</sup>, 23<sup>rd</sup> and 27<sup>th</sup> September 2018. The Panel agreed that once the schedule had been provided, the Operations Group Chair would approve the remaining outage schedule. The Panel also requested DCC compliance with SEC Section H8.4.

**SECP62/01:** DCC to provide a consolidated maintenance schedule that articulates the benefits of each outage, including the 20<sup>th</sup>, 23<sup>rd</sup> and 27<sup>th</sup> September 2018.

## 6. Operations Group Terms of Reference Review

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 noted that, for the current responsibilities of the Operations Group, the ToR seemed adequate. It was noted that for any future delegated activities to the Operations Group, the voting arrangements may be stipulated by the Panel dependent on the topic at the time.

The Panel were also 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 (**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 agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

The Panel **NOTED** the report.

## 8. SEC Panel Budget Timetable

SECAS provided the Panel with a timetable for the preparation of the SEC Panel budget and associated work plan for 2019-2022. It was noted that the proposed timetable is the same as in previous years and allows sufficient time for a draft and review cycle before it is released to Parties for consultation in January 2019.

SECAS proposed engaging with the Panel Finance and Contracts Sub-Group (PFCG) as in previous years, to develop the Draft Budget prior to the initial review by the Panel. The Panel confirmed that membership of the PFCG would comprise the following Panel Members: Mike Gibson, David Lane and Simon Trivella.

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

SECAS presented the Panel with the proposed 2019 meeting dates for approval. It was proposed that the monthly meetings continue with the current schedule, with meetings occurring on the Friday following the second Thursday of each month. The Panel noted that the SEC Panel Engagement Day will be added as a placeholder in advance of the Panel formalising the arrangements.

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

## 10. SEC Panel Risk and Issue Register Update

SECAS provided the Panel with an update on the SEC Panel Risk Register and Issues Log.

SECAS noted that updates had been made to Risk 15, which relates to the DCC not having a sufficiently detailed or stable SMETS1 Enrolment and Adoption (E&A) design. The Panel **AGREED** the amendments.

The Panel revisited an issue that was raised by TABASC in June 2018, which relates to Users finding workarounds to circumvent the DCC systems because change to those systems is too complicated and/or costly. The Panel discussed the high costs of change and concluded that if the costs for change remain the same, then it will need to consider the release strategy and potentially need to seek alternative arrangements to progress change. The Panel noted the danger that the systems would be obsolete before go-live simply because change could not be introduced in an economic way.

The Panel noted that SECAS were discussing the issue with the DCC Design Hub Working Group, however requested a separate Panel meeting to be held which would focus solely on the issue. In order for this meeting to be productive, the Panel asked to better understand the reason for the high costs, for example, if the cost was down to the security architecture of the systems, security requirements, the high levels of change that is currently occurring, or the testing requirements. The Panel also believed it would be beneficial to be provided a break down of the costs incurred for Release 2.0 to enable it to better understand the issue.

It was noted that the SSC had written to the Panel Chair alerting the Panel to the security risks arising from advances in Quantum Computing which pose a threat to the asymmetric cryptography that is used for SMKI. It was noted that the SSC were requesting the Panel and the DCC to consult with the SSC if and when there is any consideration of re-designing Communications Hubs. The Panel noted the update from the SSC.

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

**SECP60/02:** SECAS to facilitate an additional Panel meeting to discuss the issue relating to high costs.

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

The Panel were provided with a confidential update on two current Events of Default, and one new Event of Default. The agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

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

## 12. Change Status Report – September 2018

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

SECAS noted that, at the Panel's request, it is seeking the full DCC implementation costs for [SECMP0015 'GPF timestamp for reading instantaneous Gas Values'](#). SECAS noted that if the costs are received in September, the Proposer and the Working Group will be able to confirm the total costs associated with SECMP0015 and make an informed judgement over the solution before proceeding to Working Group Consultation. SECAS requested a two-month extension to allow for these activities.

SECAS noted that the Working Group has reviewed the list of Issue Resolution Proposals (IRPs) to be included under [SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC'](#), and that it was waiting on confirmation from the Proposer (DCC) for the list to be taken forward. SECAS requested a three-month refinement to allow for these activities.

SECAS noted that the Working Group for [SECMP0056 'IHD/PPMID Zigbee Attributes Available on the HAN'](#) preferred a solution that will involve changes to DCC Systems which would require a



Preliminary Assessment and an Impact Assessment. A Member queried if the Working Group were aware of the impacts of the preferred solution and SECAS confirmed that it was. SECAS requested a ten-month extension to allow for the business cases for the various solutions to be discussed, and the assessments to be carried out.

SECAS noted that at its first meeting, the Working Group did not agree on the proposed solution for [SECMP0058 'Changes to the governance of the Self-Service Interface'](#), and needed to carry out further work first. SECAS requested a one-month extension to allow for a second Working Group meeting before the Working Group Consultation is issued.

SECAS provided an update on [SECMP0006 'Specifying the number of digits for device display'](#) and [SECMP0008 'Provision of a DCC Alert \(formerly Service Request Error Response\) for Quarantined Service Requests'](#), in light of the change to the timeline for Release 2.0.

SECAS noted that it would be pragmatic to keep SECMP0008 aligned with Release 2.0 and recommended that SECMP0008's implementation date be deferred to 1<sup>st</sup> November 2018, as part of the November 2018 SEC Release. If Release 2.0 was implemented earlier then the system changes for SECMP0008, which have been included as part of the Release 2.0 changes, would remain unused until the Code changes had been implemented. The Panel agreed to request this change of implementation date from the Authority (BEIS).

It was noted that SECMP0006 does not impact on DCC Systems, but will require changes to [SEC Schedule 9 'SME Technical Specifications 2'](#), and that the version of SMETS2 due to go live as part of Release 2.0 (version 3.0) does not include the changes for SECMP0006. It was noted that the Technical Architecture and Business Architecture Sub-Committee (TABASC) has determined that, to include SECMP0006 in SMETS2, a version 3.1 will be required, which the DCC may not be able to accommodate as part of Release 2.0. SECAS noted that the DCC had informed them that a version 3.1 could be accommodated from 8<sup>th</sup> November 2018 and recommended that the implementation date for SECMP0006 be moved to this date. The Panel agreed to request this change of date from the Authority.

SECAS noted that [SECMP0048 'Extension of SMETS gas Valve exemption to include Large Gas Meters installed at Domestic Premises'](#), approved for implementation on 1<sup>st</sup> November 2018, would have no impact on DCC Systems but would also require changes to SEC Schedule 9. SECAS highlighted that this would encounter the same issues as SECMP0006 and recommended that the implementation date for SECMP0048 also be deferred to 8<sup>th</sup> November 2018. This would allow a single new version of Schedule 9 to be implemented containing the changes for both SECMP0006 and SECMP0048. The Panel agreed to submit this request to the Authority.

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.

The Panel:

- **AGREED** a two-month extension for SECMP0015, with the DMR to be presented to the Panel in December 2018;
- **AGREED** a three-month extension for SEMP0055, with the DMR to be presented to the Panel in December 2018;
- **AGREED** a ten-month extension for SECMP0056, with the DMR to be presented to the Panel in August 2019;
- **AGREED** a one-month extension for SECMP0058, with the DMR to be presented to the Panel in December 2018; and

- **AGREED** to request revised implementation dates for SECMP0006, SECMP0008 and SECMP0048 from the Authority.

### 13. Modification Send-Backs: SECMP0018 and SECMP0025

The Panel were informed that at its meeting on 22<sup>nd</sup> August 2018, the Change Board 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.

One Panel Member queried why it was recommended that the Working Groups should only focus on the full implementation costs and the impact this would have on the benefits cases. They felt it would be appropriate to allow the Working Groups to revisit the solutions if they felt it appropriate in response to the costs. The DCC Panel Member highlighted that if the solutions were revised then this would likely require further Impact Assessment by the DCC. The Panel noted this and agreed that the Working Groups should not be constrained in what they can revisit.

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

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

A Panel Member requested clarification on whether the solution for the modification was referring to the number of non-domestic premises or the specific number of meters; SECAS confirmed that the solution was referring to premises.

SECAS suggested that, similar to [SECMP0057 'Users to notify SSC of a second or subsequent User System'](#), the SSC could form the Working Group if a quorate Working Group could not be formed. A Member noted that it would be beneficial to have an Other User representative on the Working Group, and that this category should be consulted with as widely as possible. SECAS noted it would invite Other Users to participate.

A Member raised concerns around the profile of the 'Other User' role, noting that 'Other User' covers a wide group of participants who are essentially allowed to sign up to the code. SECAS noted that it was intending to perform a review of the make-up of the Other User category, and whether this needs to be broken into smaller groups. The Panel requested that the Modification Report includes clarification of how the profile of the Other User role has changed.

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: Self-Governance Modification Proposal.

## 15. Modification Proposal – Initial Modification Report for SECMP0060

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

One Panel Member queried why a participant whose Device had been removed from the Smart Metering Inventory (SMI) could not simply resubmit it. DCC clarified that the process for re-adding a Device to the list was a manual process that is highly burdensome.

One Panel Member felt the solution developed should cater for all relevant Devices, and not just Communication Hubs as was stated in the proposal. This would better futureproof any solution, preventing the need to revisit this later on if the same issues arose with other types of Device on the 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

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

The Panel:

- **AGREED** that this modification should be submitted directly 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

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 2018, 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 was invited to note the responses that had been received to a consultation on the draft document and approve the document for use.

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

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 legal text for SECMP0049 would allow for the Panel to allocate the responsibilities of this Sub-Committee to an existing Sub-Committee instead of forming a new group. SECAS presented the Panel with two options:

- Option 1: Allocate the responsibilities to the Change Board; or
- Option 2: Form a new Change Sub-Committee.

As part of this, SECAS highlighted views expressed by both the SECMP0049 Working Group and the Change Board that Option 2 would be their preferred option. The Panel discussed the pros and cons identified in the paper and noted it had differing views on the two options. It requested SECAS to provide a draft Terms of Reference for a new group, to help inform it of whether to align the role with the Change Board or form a new Sub-Committee.

The Panel discussed who the members would be on the new Sub-Committee, if it was established. It was considered that the membership would likely be a subset of Change Board members. A Member suggested the subset could meet on the same day that the Change Board meets. Another Member suggested that the Panel sets up a Working Group for each modification, rather than having to set up a new Sub-Committee. SECAS clarified that the Change Sub-Committee was intended to act as a form of Working Group for modifications during the pre-modification process proposed under SECMP0049, and that it was envisioned it could set up Workshops for any Draft Proposal that would benefit from a more focused discussion at this stage of the process.

The Panel **DELAYED** the decision to set up a new Change Sub-Committee and **REQUESTED** SECAS provide draft terms of reference for a Change Sub-Committee for consideration at the October 2018 meeting.

## 19. SEC Releases Update

SECAS informed the Panel that BEIS responded to the Panel's request to defer the implementation date for [SECMP0023 'Correct Units of Measure for Uncontrolled Gas Flow Rate'](#), and has requested the Panel provide a proposed new implementation date accompanied by reasoning for the proposed

date. The DCC noted that it is working to identify a way to bring forward the costs more efficiently to the Panel.

SECAS noted that, following the Panel's decision to extend the timetable for [SECMP0015 'GPF timestamp for reading instantaneous Gas values'](#) and request that [SECMP0025 'Electricity Network Party Access to Load Switching Information'](#) be sent back, it will not be possible to receive a decision to approve these modifications in time to include them in the November 2019 SEC Release. SECAS noted that, as a result, this means that the potential scope of the November 2019 SEC Release that would impact on DCC Systems is limited to SECMP0023 and [SECMP0018 'Standard Electricity Distributor Configuration Settings'](#), which is the same scope that was proposed for the June 2019 SEC Release. SECAS noted that it is unlikely that the total costs to implement these two modifications in the November 2019 SEC Release would be lower than that quoted for implementing them in the June 2019 SEC Release. SECAS recommended that the Panel agree to convert the November 2018 SEC Release into a SEC Documentation Release. SECAS provided the Panel with a list of DCC System impacting modifications, including SECMP0023, that have the potential to reach decisions in time for inclusion in the June 2020 SEC Release.

A Member queried how important these modifications really are if they keep getting pushed back. BEIS noted that the Issue Resolution Processes (IRP) associated with the modifications are important. It was noted that DCC needs to confirm which IRPs can be included in a Maintenance Release. A Member raised concerns around implementing functional change through a Maintenance Release.

The Panel agreed to defer the November 2019 Release to 2020 but highlighted that the decision was reached reluctantly. However, in light of the current issues affecting the delivery of change, this decision will enable time for the Panel to address the cost issues as well as set up the enduring SEC Releases process. The Panel emphasised that if SECAS and DCC are able to identify an opportunity to implement these changes in a more effective manner sooner, then the Panel will seek to make it happen. However, the Panel noted that the current economics implies that the most effective way to implement change would be to stack up modifications.

The Panel:

- **NOTED** the current scope of the November 2019 SEC Release and the potential scope of the June 2020 SEC Release;
- **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.

## 20. BEIS Update

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

A Member queried when the SMETS1 end-date consultation response would be issued, noting that every day was critical to Parties. BEIS noted that it could not provide any more information at this time. A Member noted that the date could not be any earlier than the 5<sup>th</sup> December 2018, as BEIS had not included 5<sup>th</sup> October in its consultation.

The Panel **NOTED** the update.

## 21. DCC Update

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

The DCC provided a confidential update on meter numbers being installed in the North and South regions. A Panel Member noted this was a useful update to receive.

The DCC provided the Panel with updates on two Major Incidents that had recently occurred. The first Major Incident related to Comms Hub Device Management where several customers advised that various service requests were not being processed which impacted the ability for new Gas and Electric meters to be installed. It was noted that the service has been fully recovered. The DCC noted that the second incident related to Core Communication Services in the North Region being disrupted. It was noted that the incident had been closed.

The DCC provided a SMETS1 update; it was noted that the LC13 re-planning will be complete by 18<sup>th</sup> September 2018, and a consultation with industry will start on 8<sup>th</sup> October 2018. There was discussion around what sort of pre-consultation activities would be undertaken, , and with whom.

The DCC provided the Panel an overview of the upcoming DCC Events.

The Panel **NOTED** the update.

## 22. SEC Panel Sub-Committee Report

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

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

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

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

SECAS noted that an Ofgem representative would be attending the October Panel meeting to present on the Faster Switching programme, as the programme was moving into an implementation phase.

The Panel **NOTED** the update.

## 26. Transitional Governance Update

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

The Panel **NOTED** the contents of the paper.

## 27. Any Other Business

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 SSC/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 a 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. The Panel did not believe this to be the intent but are aware the SSC Chair and SECAS are reviewing and will discuss the best way forward with BEIS.

A Panel Member noted there had been a number of administrative issues with Working Group meetings over the last year and requested for these issues to be addressed. The Panel Member agreed to issue a list of concerns to SECAS who would put in place an action plan and respond to the points raised.

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.