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SEC Panel Meeting 61

SECP_61_1210, 12th October 2018

10:00 – 13:00, Genserv, 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
Electricity Networks	David Lane
Gas Networks	Leigh Page
Other SEC Parties	Gary Cottrell
	Mike Woodhall
DCC	Tom Rothery

Representing	Other Participants
User Independent Privacy Auditor	Alistair Grange (Part)
Testing Advisory Group Chair	Phillip Twiddy (Part)
Security Sub-Committee Chair	Gordon Hextall (Teleconference) (Part)
Ofgem	Raymond Elliot
	Michael Walls
BEIS (Secretary of State)	Robert Thornes
	Duncan Stone
DCC	Mo Asif (Part)
	Fiona Tranter (Part)
	Adam Phillips (Part)

	Robin Healy (Part)
	Dominic Butt (Part)
Meeting Secretary	Hollie McGovern
SECAS	Sarah Gratte
	Abigail Hermon
	Alison Beard (Part)
	Nick Blake (Part)
	Nikki Olomo (Part)
	Courtney O'Connor (Part)
	Harry Jones (Part)
	Joe Hehir (Part)
	Cordelia Grey (Part)

Apologies:

Category	SEC Panel Members
Small Suppliers	Mike Gibson

1. Minutes and Actions Outstanding

The SEC Panel Chair welcomed all attendees to the meeting and informed them of a change in the running order of agenda items.

The minutes from the September 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.

Action Reference	Action
SECP57/01	SECAS to develop user-friendly guidance regarding the interactions between new versions of the Technical Specifications and GBCS, and how the associated versions are managed on the Certified Products List.
The Testing Advisory Group (TAG) Chair informed the Panel that guidance had been developed and would be presented to the Panel at the November 2018 meeting, once it had been condensed down into a more readable document. Action: Ongoing .	

The Panel **NOTED** the update.

2. Release 2.0 Live Services Criteria Submission

The Testing Advisory Group (TAG) Chair informed the Panel that the TAG had met on 10th October 2018 to review the DCC's Release 2.0 (R2.0) Live Services Criteria (LSC) submission and supporting evidence. It was noted that the Operations Group were meeting concurrently to the Panel, to review the criteria and supporting documentation from an operational perspective.

The Panel were informed that the TAG had reviewed LSC 3 and 4 and will be recommending the acceptance of these Criteria to the Panel. It was noted that the TAG had also reviewed the completion reports for Systems Integration Testing (SIT), Device Integration Testing (DIT) and User Integration Testing (UIT), and will be recommending to the Panel that SIT, DIT (excluding Dual Band) and UIT are complete with the extant Severity 2 issue treated as an exception.

The TAG Chair also provided the Panel with a brief update from the Operations Group that was concurrently taking place. It was noted that the general view of the Operations Group was that it would be recommending that the remaining LSC have been met. However, several concerns had been raised against the LSC that the DCC will need to resolve before the planned R2.0 live date of 28th October 2018.

The TAG Chair noted that formal recommendations from both sub-committees would be provided to the Panel on 17th October, ahead of the additional Panel meeting scheduled for 19th October, where the Panel will consider the recommendations and make a decision as to whether to recommend the approval of Release 2.0 Go-Live to the Secretary of State.

The Panel **NOTED** the update.

3. NCSC Conditional CPA Certificates (**RED**)

The Security Sub-Committee (SSC) Chair attended the meeting via teleconference to provide the Panel with an update on the developments relating to the conditions that have been attached to the award of two Commercial Product Assurance (CPA) Certificates by the National Cyber Security Centre (NCSC).

The Panel were reminded that the matter had initially been discussed at the May 2018 Panel meeting; the NCSC had issued a small number of CPA Certificates with conditions attached, which required the Manufacturer to make improvements within 12 months or the certificates would be withdrawn. SECAS (on behalf of the Panel) notified SEC Parties of the issue and urged them to check with their Manufacturers if they may be affected by the issue.

The SSC Chair noted that the SSC had received a letter from the NCSC which advised that positive progress had been made by the manufacturers to achieve full CPA compliance, however recognized that it will not be possible for Suppliers to upgrade the firmware on all affected devices by the initial date that had been set by the NCSC, and therefore the NCSC had agreed a further extension to the expiry date.

The Panel considered advice from the SSC to issue further communication to energy Suppliers. A Panel Member noted that the CPA process is difficult to navigate, and communication surrounding the issue had not been clear, and requested that the proposed communication be revised to ensure that the new conditional expiry date is explicitly clear, and to urge Suppliers that are unsure whether they are affected, to contact the Meter Asset Provider (MAP). The Panel noted that the communication should be issued to all energy Suppliers, in addition to impacted Manufacturers and MAPs.

The Panel requested SECAS to monitor Suppliers concerns regarding the issue, and pass on these concerns to the Panel to allow the Panel to communicate with them and express the need to act.

The Panel **AGREED** to issue the proposed communication (including the Panel's comments) to all energy Suppliers, impacted Manufacturers and Meter Asset Providers.

SECP61/01: SECAS to revise the proposed communication relating to the CPA conditional expiry dates issue to include the Panel's comments, and issue to all Suppliers, impacted Manufacturers and MAPs.

SECP61/02: SECAS to monitor Suppliers concerns regarding the CPA conditional expiry dates issue and feedback to the Panel.

4. Privacy Assessment Proposal – Other User ‘L’ (RED)

The User Independent Privacy Auditor (IPA) informed the Panel that Other User ‘L’ has scheduled a Full User Privacy Assessment for October 2018 and requested the Panel consider Other User ‘L’s proposed route to compliance.

The IPA noted that the market for Other User services appears to be moving towards a model whereby one organisation accedes as the SEC as an ‘Other User’ before offering these services out to a number of ‘end clients’. The Panel considered two potential approaches raised by the User IPA and Other User ‘L’s route to compliance. This agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** Other User ‘L’s proposed route to compliance.

5. Full User Privacy Assessment Review – Other User ‘A’ and Other User ‘H’ (RED)

Any SEC Party wishing to act in the DCC User Role of Other User is required to undertake a Full User Privacy Assessment. In accordance with SEC Section I2.23, the SEC Panel is required to consider the outcomes of the assessment and set an assurance status for each SEC Party that has undergone this process. The SEC Panel considered Privacy Assessment Reports and Privacy Assessment Management Responses for two SEC Parties: Other User ‘A’ and Other User ‘H’. The agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

The Panel **AGREED** the Assurance Status for Other User ‘A’ and Other User ‘H’.

6. Request for additional Planned Maintenance to enable improvements to the Self-Service Interface

The DCC Director of Service Management attended the meeting and presented the Panel with a proposal to extend the current arrangements in place to support improvements to the DCC’s Self-Service Interface.

The DCC noted that it will provide Users with a view of the Maintenance windows to be used at least 20 Working Days in advance of the month in which the proposed Maintenance is scheduled to take place via the SSI, as required by SEC Section H8.4. The DCC recognised that only DCC Users can

access the SSI, and therefore will be issuing a consolidated email to ensure all parties concerned are made aware of any outages.

The DCC requested that the Operations Group continue to oversee the implementation of non-functional changes to the SSI on behalf of DCC Users and the Panel, noting that the extension would remain in place until [SECMP0058 'Changes to the governance of the Self-Service Interface'](#) is implemented or rejected. It was noted that the DCC and the Operations Group have agreed an interim governance process under which the Operations Group retain full control of which changes to the SSI are deployed, and the cost of those changes. The Panel Chair noted that in addition to consulting the Operations Group, for some changes there may be a need for the DCC to consult more widely with its Users on the impacts of the change.

The DCC noted that so far 24 changes to the SSI have been made and provided the Panel with an overview of the benefits of each change to Users.

The DCC requested the Panel agree the proposed SSI maintenance schedule of one outage per week for a maximum of six hours, until SECMP0058 is either implemented or rejected, and requested that the Operations Group continue to oversee the implementation of non-functional changes to the SSI on behalf of DCC Users and the Panel.

The Panel discussed whether this additional outage could run concurrently with other outages, or whether the SSI outages needed to be isolated, and the DCC noted that this may be possible as most of the outages would be motorway related.

The Panel **AGREED** the extension to the temporary governance arrangements currently being used to manage the improvements to the Self-Service Interface, including planned maintenance.

7. SEC Panel Draft Budget 2019 – 2022 (AMBER)

SECAS presented the Panel with an outline Draft Budget for the next three Regulatory Years (April 2019 to March 2022), following discussions held with the Panel Finance and Contracts Group (PFCG) on 2nd October 2018.

The Panel provided feedback to be incorporated into a further version that will be presented as a paper available to Parties at the November 2018 meeting.

Further information can be found within the Confidential Minutes from this Panel meeting.

ACTION SECP61/03: SECAS to amend the Draft Budget to include feedback provided by the Panel and present at the November 2018 meeting.
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8. SEC Panel Risk and Issue Register Update

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

The Panel considered the proposed new issue that relates to the extent of Planned Maintenance outages being requested by the DCC. A Panel Member noted the number and length of outages did not instil much confidence in the DCC infrastructure. The DCC recognised the issue and noted that remedial action was being undertaken to mitigate the issue. The Panel Chair noted as customer

numbers increase, the impacts from outages become more material, and noted that follow on issues for customers are beginning to become apparent. The Chair urged the DCC to work towards compliance with SEC Section H.

The Panel considered the amendment to Issue 2 which relates to Users finding workarounds to circumvent the DCC systems because change to those systems is too timely and/or costly. The Panel requested that SECAS and the DCC work together to identify what is driving the significant cost of change, in order to develop a solution and mitigate the issue.

The Panel **AGREED** the amendments to the SEC Panel Issues Log.

9. Events of Default (**RED**)

The Panel were provided with a confidential update on three 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 expel Gen4U from the Smart Energy Code; and
- **AGREED** to monitor the remaining existing Defaults.

SECP61/04: SECAS to inform all Parties of the details of Gen4U's expulsion via SECAS communication.

10. Change Status Report – September 2018

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

SECAS noted that it had received the Preliminary Assessment for [SECMP0032 'Prioritising Prepayment Customers in No WAN Situations'](#) the same day as the Panel meeting, and requested a ten month extension for this modification . The Panel deferred granting an extension to the progression timetable for this modification until the November 2018 meeting.

SECAS noted that is waiting for the Impact Assessment for [SECMP0039 'Communication Hub returns notification mechanism for Other SEC Parties'](#) to be returned, and requested a three-month extension to the progression timetable for this modification.

SECAS noted that the original timetable for [SECMP0043 'Modification to Services Force Majeure Provisions'](#) has been delayed due to issues with the legal text drafting and ensuring that a consistent approach has been agreed between the DCC and the SEC Lawyers and requested a one month extension.

SECAS informed the Panel that there had been a further designation of the SEC (version 5.23) on 4th October 2018, noting that the SEC Schedule 11- TS Applicability Tables had been updated.

SECAS noted that it is waiting to receive the full implementation costs from DCC for [SECMP0015 'GPF timestamp for reading instantaneous Gas values'](#), [SECMP0018 'Standard Electricity Distributor](#)

[Configuration Settings](#) and [SECMP0025 'Electricity Network Party Access to Load Switching Information'](#), as previously requested by the Panel.

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:

- **DEFERRED** a ten-month extension for SECMP0032, with an extension request to be made in November 2018;
- **AGREED** a three-month extension for SECMP0039, with the Draft Modification Report to be presented to the Panel in February 2019;
- **AGREED** a one-month extension for SECMP0043, with the Draft Modification Report to be presented to the Panel in December 2018.

11. Modification Send-Back SECMP0009

The Panel were informed that the Change Board has determined that [SECMP0009 'Centralised Firmware Library'](#) should be returned to the Panel so that the Modification Report can be updated to incorporate the Security Sub-Committee recommendations, and discussed the next steps for the modification.

The Panel discussed whether SECMP0009 needed to be part of a SEC Release, noting that it needed to be implemented as soon as possible following approval.

The Panel:

- **AGREED** that SECMP0009 remains a Path 2: Authority Determined Modification Proposal;
- **AGREED** the legal text continues to deliver the intention of the modification;
- **AGREED** the revised implementation approach; and
- **AGREED** to submit SECMP0009 directly to the Report Phase for a second Modification Report Consultation.

12. Modification Send-Back SECMP0049

The Panel were informed that the Authority has determined that [SECMP0049 'Section D Review: Amendments to the Modification Process'](#) should be returned to the Panel in order to resolve issues with the proposed legal text, and the Panel discussed the next steps for the modification.

BEIS reiterated that the changes to the names of the modification 'paths' would result in a conflict with the Electricity and Gas Appeals Order 2014, and believed the two should not be linked.

The Panel noted that it should seek to implement this modification outside of a formal release cycle.

The Panel:

- **AGREED** that SECMP0049 remains a Path 2: Authority Determined Modification Proposal;
- **AGREED** the revised legal text delivers the intention of the modification;
- **AGREED** the revised implementation approach; and
- **AGREED** to submit SECMP0049 directly to the Report Phase for a second Modification Report Consultation.

13. Modification Proposal – Initial Modification Report for SECMP0062

SECAS presented the Panel with the Initial Modification Report for [SECMP0062 'Northbound Application Traffic Management – Alert Storm Protection'](#).

A Panel Member urged the implementation date for the modification to be brought forward as timely as possible, noting that Alert Storms are a current issue and need to be dealt with as soon as possible.

There was discussion around what documentation the modification would impact, and the DCC noted it would be open to consider alternative options.

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 SECMP0062 should be progressed as a Path 3: Self-Governance Modification Proposal.

14. Modification Proposal – Initial Modification Report for SECMP0063

SECAS presented the Panel with the Initial Modification Report for [SECMP0063 'Ensuring correct Network Operator Certificates are placed on Electricity Smart Meters'](#).

A Panel Member questioned if this was an industry wide issue and asked that the Working Group consider if this modification addressed the root cause of the issue rather than addressing issues that arise after the problem has occurred. The Panel also asked the Working Group to consider if addressing the root causes of the problem would be possible without any DCC impacting changes.

The Panel discussed how these errors could be resolved and it was concluded that only the registered Network Operator could change certificates. The Panel agreed to pass its concerns on to the Working Group.

The Panel:

- **AGREED** that this modification should be submitted into the Refinement Process to be assessed by a Working Group;
- **AGREED** the Working Group's Terms of Reference;
- **AGREED** the progression timetable; and
- **AGREED** that SECMP0063 should be progressed as a Path 3: Self-Governance Modification Proposal.

15. Modification Proposal – Initial Modification Report for SECMP0064

SECAS presented the Panel with the Initial Modification Report for [SECMP0064 'Seeking access to consumer premises for Alt HAN Activities'](#).

The Panel discussed the need to consider practicality and impacts of the modification, and a Panel Member noted that the Panel need to see what verification controls would be put in place to verify the identity of Alt Han representatives accessing consumer premises.

BEIS noted its preference for the modification to progress as an Authority Determined Modification Proposal and noted that Ofgem would be the Authority that would review the modification. The Panel requested BEIS and Ofgem to provide an informal view on what they may want to see in the documentation.

The Panel had concerns regarding the potential implications of this modification and requested SECAS to consider the legal text further and present a revised text to the Panel in November 2018.

The Panel:

- **AGREED** that SECMP0064 should be progressed as a Path 2: Authority Determined Modification Proposal.

SECP61/05: SECAS to consider the legal text for SECMP0064 further and present a revised text to the Panel in November 2018.

16. Modification Proposal – Initial Modification Report for SECMP0065

SECAS presented the Panel with the Initial Modification Report for [SECMP0065 'SMETS1 Security Obligations'](#).

The Panel were in agreement that the modification be treated as urgent; Ofgem confirmed its agreement on the grounds of urgency. However, a formal request would still need to be sent to Ofgem.

The Panel:

- **AGREED** that this modification be treated as an Urgent Modification Proposal;

- **AGREED** that this modification should be submitted to Modification Report Consultation;
- **AGREED** the progression timetable; and
- **AGREED** that SECMP0065 should be progressed as a Path 3: Self-Governance Modification Proposal.

SECP61/06: SECAS to formally request Ofgem approve SECMP0065 on the grounds of urgency.

17. Change Sub-Committee Terms of Reference

SECAS presented the Panel with a draft Change Sub-Committee Terms of Reference. to inform its decision whether to allocate the responsibilities of this Sub-Committee to an existing Sub-Committee instead of forming a new group.

A Panel Member provided the following comments:

Section 3

The Member noted that the paragraph relating to how the Consumer Member will act should be removed, noting that the Panel can not impose instructions on the Consumer Member.

The Member noted that the paragraph that states a Voting Member shall 'be guided (but not bound) by any representations given by Parties within their Party Category' when assessing a Draft Proposal should take account of representation of any party.

The Member believed that the paragraph that states a Voting Member shall 'seek to act in the best interests of the majority' when assessing a Draft Proposal was confusing and should reflect the standard wording in other sub-committee Terms of Reference.

Ofgem noted that the Change Sub-Committee should be responsible for prioritising Modification Proposals into different releases.

Section 4

In regard to meeting frequency, the Member noted that it should be the Change Sub-Committee's decision as to when and how often it convenes.

The Member noted that abstention from voting should not be encouraged and recommended that each Member must vote and state the reasons for their vote.

The Panel Chair noted that when assessing a Draft Proposal, the Change Sub-Committee must seek consensus in terms of voting.

The Panel agreed that a separate Change Sub-Committee should be established, however requested SECAS to update the Terms of Reference to include the Panel's comments and be returned for consideration at the November 2018 Panel meeting before the Panel formally approved the establishment of the group.

SECP61/07: SECAS to update the Change Sub-Committee Terms of Reference to include the Panel's comments and return to the Panel for consideration at the November 2018 meeting.

18. BEIS Update

BEIS provided the Panel with an update on recent publications, and forthcoming consultations and key milestones.

The Panel **NOTED** the update.

19. DCC Update

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

SMETS1

The DCC noted that the LC13 plan is currently being reviewed and will be issued for consultation within days. It was noted that the consultation on the second draft of the Transition and Migration Approach Document (TMAD) would be issued in parallel.

Release 2.0

The DCC noted that go-live for R2.0 will occur on weekend of 27th / 28th October and R2.0 Single band firmware will be available in UIT for Users to continue testing ahead of deployment into live.

Major Incident reporting

The DCC provided the Panel with an update on a Major Incident that had occurred since the September 2018 Panel meeting. The incident related to Device communication, where Users were experiencing disruption when sending the 'Update HAN Device Log' Service Request while installing meters and Comms Hubs. The DCC noted that the DSP had restored the service.

Future Releases update

The DCC provided an update on the November 2019 System Release, noting that it is reviewing modifications to determine whether they may be candidates for a smaller release in 2019. The DCC highlighted that is working to increase the scope and reduce the cost for future releases.

The DCC noted that SECAS had provided valued input into the initiative to undertake the initiative to increase the scope for future releases.

The DCC noted that fixed capacity for Service Providers had been identified as a cost reduction initiative and informed the Panel that the DCC intends to present a proposal for an initial fixed capacity at the November 2018 Panel meeting, for implementation in early 2019.

The Panel **NOTED** the update.

20. SEC Panel Sub-Committee Report

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

A Panel Member noted that the Operations Group is currently covering numerous aspects of the programme, and suggested a separate Operations Update be provided to the Panel going forward.

The Panel **NOTED** the update.

SECP61/08: SECAS to include a monthly Operations Update item to the agenda for future Panel meetings.

21. 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.

22. Operations Report

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

The Panel **NOTED** the report.

23. Smarter Markets Project Update

The Panel were provided with an update on the activities currently being undertaken to support the project. The Panel deferred Ofgem's presentation on consequential changes to the SEC that will be required due to the design of the CSS system and interfaces until the November 2018 meeting.

The Panel **NOTED** the update.

24. 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.

25. Any Other Business

There were no items of AOB and the Chair closed the meeting.