SEC
Smart Energy Code

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Paper Reference:	**OPSG_26c_2511_02**
Action:	**For Information**

Actions Outstanding

Outlined below are the actions outstanding from previous meetings and their current status. The Action Reference identifies the meeting number followed by the action number.

Action Reference	Action	Owner	Date raised	Target Completion Date	Update	Status
Action OPSG 16/02	The DCC to provide the approved and new cost comparison information as soon as possible, and to confirm which costs had been included in the indicative charging statement, for Production Proving; this action replaces: Action OPSG_05/02.	DCC	08/01/2019	03/12/2019	OPSG members noted that the business case will need to be understood before it is sent to the Finance Forum, so that the queries from members can be discussed. The DCC commented that costs and business cases are discussed and voted on at the Finance Forum before it is referred to the DCC Board for approval. OPSG members were encouraged to attend the Finance Forum to ensure their queries were being addressed.	Open

Action OPSG 22/12	DCC to investigate the cost benefit analysis of the Ecosystems Management Framework.	DCC	02/07/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 23/05	The DCC to clarify the exact meaning, interpretation, and reporting of Service Provider Performance Measure 2 Code Performance Measure 1.	DCC	06/08/2019	05/11/2019	The DCC confirmed this in the November meeting noting that Category 1 firmware payloads only refer to meter firmware.	Closed
Action OPSG 23/06	DCC to produce a remediation plan for improvement of CPM 1, including dates for when compliance with the SLA will be achieved, ensuring CSP N is included.	DCC	06/08/2019	03/12/2019	The Technical Architecture and Business Architecture Sub-Committee (TABASC) Chair raised concerns that the DCC is not challenging the processes proposed by the CSPs. SECAS added that the updated process for Users to follow will need to be clear. The DCC confirmed that this item will be discussed at the end of October with two separate workshops scheduled including CSPs. The DCC anticipate that the Green status will be achieved by the end of the year, although that is dependent on Users following the process.	Open
Action OPSG 23/08	DCC to investigate the concerns raised by the DNO regarding the functionality of the SSI and bring a solution to the September meeting.	DCC	06/08/2019	05/11/2019	A DNO member stated that they have now consolidated their requirements and will send it to the DCC.	Closed

Action OPSG 23/09	DCC to establish and present to the OPSG a list of all candidate changes to SSI and their priorities.	DCC	06/08/2019	03/12/2019	A DNO member has sent their requirements to the DCC. The DCC will accommodate the needs of the DNOs in its improvement plan and produce a list of candidate changes for the by the December meeting.	Open
Action OPSG 24/02	The DCC to review and analyse the traffic generated on the network caused by the power disruption and subsequent reconnections.	DCC	03/09/2019	03/12/2019	From the preliminary results that were shared with DNOs at the September ENA meeting, there was agreement that further investigation was needed, the results of which will be shared at the October ENA meeting. OPSG members suggested that this issue should be reviewed more widely than just from the DNO perspective, and that the full report should be provided to the OPSG. An update will be provided at the December meeting.	Open
Action OPSG 24/04	DCC to resolve the issue raised regarding BCDR testing with the TABASC Chair and confirm resolution to the OPSG at the first meeting in October (or before next consideration of the SMETS1 LSCs if that is sooner).	DCC	03/09/2019	05/11/2019	The DCC provided slides regarding this action and it was noted that the BCDR team will provide a quarterly update to the OPSG. The first being at the December meeting.	Closed
Action OPSG 24/05	DCC to produce an early risk assessment for implications to capacity, and engage with its customers to create business scenarios.	DCC	03/09/2019	To be determined	The Chair emphasised the need to ensure that this is driven by business scenarios and the DCC should provide a detailed list for members to comment.	Open

Action OPSG 24/08	DCC and SECAS to work together to establish what the SEC requirement is for how Critical Commands should be forecast.	DCC/ SECAS	03/09/2019	03/12/2019	SECAS explained that this is still ongoing. The Chair stated that Forecasts for Critical Commands will be discussed in more detail at the December meeting.	Open
Action OPSG 24x/02	The DNO member to share information about the duplicate RDP Incident related to a missing file with the DCC for investigation	DNO/DCC	23/09/2019	25/11/2019	It was confirmed that a Distribution Network Operator (DNO) member had sent feedback to the DCC regarding the duplicate RDP Incident, however the DCC OPSG representative had not been made aware. SECAS agreed to forward this on to the DCC representative. The Chair stated that the DCC need to ensure their response fulfils the requirement and, if possible, should provide an update at the November OPSG meeting.	Open
Action OPSG 24x/05	DCC to outline the process for how exceptions are agreed to be added to the PMR report, to the November OPSG.	DCC	23/09/2019	25/11/2019	The DCC noted that the process for agreeing exceptions was covered in Communications Hub (CH) Exceptions agenda item at the OPSG regular meeting in November.	Propose to Close
Action OPSG 25/01	DCC to track the progress of DNO members experience following the change to the Incident Management System.	DCC	01/10/2019	14/01/2020	The DCC explained that the changes have not been made to SIP256 and are due to be implemented on 14 January.	Open
Action OPSG 25/04	DCC to provide the OPSG with the Terms of Reference for the CSP C&S external audit as soon as possible.	DCC	01/10/2019	05/11/2019	The DCC explained that CSP C&S have already completed their external audit and CSP C&S will provide an update at the December meeting.	Propose to close

Action OPSG 25/09	SECAS to relay OPSG comments on SECMP0067 to the SEC Change Working Group.	SECAS	01/10/2019	05/11/2019	OPSG comments from the meeting were sent to the Change Team to raise at the next Working Group.	Closed
Action OPSG 25/10	The DCC to update the threshold matrices formula in the Preliminary Assessment of SECMP0067 to include further explanation of all variables.	DCC	03/10/2019	05/11/2019	The DCC stated that this should be reviewed by the Working Group, therefore this action is superseded by action OPSG 26/03.	Closed
Action OPSG 25/11	SECAS and the DCC to extend the Acceptance Criteria for operational readiness	SECAS/ DCC	08/10/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 25/12	OPSG to submit any further comments on SEC 2020 November Release as soon as possible	OPSG	01/10/2019	03/12/2019	No further comments received from OPSG members	Closed
Action OPSG 25/13	DCC to produce a risk assessment for having the same Go-live date for the next phase of SMETS1 migrations and the November 2019 Release.	OPSG	01/10/2019	05/11/2019	A risk assessment was provided at the November meeting and discussed under agenda items 1 and 2.	Closed
Action OPSG 25/14	DCC to canvas Users for their views on a per User Problem Record and for other suggestions.	DCC	01/10/2019	03/12/2019	The DCC noted that they still require feedback from members on the issues that they are facing regarding User Problem Record and noted that they will also reach out to other Sub-Committees for views. The Chair has encouraged members to submit their views to the DCC.	Open

Action OPSG 25/15	SECAS to add milestones and staff effort per month to the Operational Metrics Project Brief.	SECAS	01/10/2019	03/12/2019	This is in progress and an update will be provided at the December meeting.	Open
Action OPSG 25/16	SECAS to add Alerts issues and aged Incidents to the OPSG Issues Log	SECAS	01/10/2019	05/11/2019	Alerts issues have been added to the OPSG Issues Log and is now being investigated.	Closed
Action OPSG 25/17	SECAS to add the issue of CH Exceptions to the OPSG Issues Log.	SECAS	01/10/2019	05/11/2019	CH Exceptions have been added to the OPSG Issues Log and is now being investigated.	Closed
Action OPSG 25/18	OPSG members to provide comments on candidate issues by 15 October.	OPSG	01/10/2019	05/11/2019	Comments have been received by the OPSG members and are currently being investigated.	Closed
Action OPSG 25x01	The DCC to provide an update on the six open RDP Incidents at the November meeting.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open
Action OPSG 25x02	The DCC to investigate the cause of a significant number of RDP incidents in September.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open
Action OPSG 25x03	The DCC to check whether Service Managers are engaging with Parties who are not submitting SR and CSR forecasts.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open

Action OPSG 25x04	DCC to confirm that the number of completed NEPs for Q3 2019 was zero, or whether incorrect CH variants are the cause.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open
Action OPSG 25x05	SECAS to investigate the issue of defects in the live service environment, including also as part of the Operational Metrics Project.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open
Action OPSG 25x06	The DCC to confirm whether all SMETS1 Incidents are currently being excluded.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open
Action OPSG 25x07	The DCC to clarify the explanation for INC000000480074.	DCC	28/10/2019	25/11/2019	A verbal update will be provided at the November reporting meeting.	Open
Action OPSG 26/01	This action has been passed to the OPSG from TABASC. The DCC to provide an answer to the TABASC query regarding what will happen with incidents raised where Suppliers are being told to install T3 Aerials.	DCC	08/10/2019	03/11/2019	The DCC explained that that they have discussed this with their CTO team, they will continue to work with the CSPs and Service Users to resolve this issue.	Open
Action OPSG 26/02	DCC and BEIS to determine a process of increasing the volume of migrating meter installations in the future.	DCC/BEIS	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open

Action OPSG 26/03	SECAS to transfer action OPSG 25/10 to the Working Group to review, then provide an update at the December meeting.	SECAS	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 26/04	The DCC to provide an update on the service failures at CSP N at the December meeting.	DCC	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 26/05	SECAS and the DCC to outline the requirements of the SIPs to the Modification Working Group to avoid duplication of DP083: 'Change Coordination'.	SECAS/ DCC	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 26/06	OPSG members to take all reasonable steps to encourage Service Users to reduce the number of Device Alerts being generated.	OPSG	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 26/07	DCC to produce guidance notes for suppliers on how to avoid the production of superfluous Alerts.	OPSG	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 26/08	SECAS to add the issue of high numbers of Alerts to the OPSG Risk Register.	OPSG	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open
Action OPSG 26/09	DCC to review the issue of relative CSP Install and Commission performance figures.	OPSG	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open

Action OPSG 26/10	DCC to investigate the issues in SMETS1 using Service Request Variance (SRV) 6.15.1 to Update Certificates.	OPSG	05/11/2019	03/12/2019	A verbal update will be provided at the December meeting.	Open